PAYROLL CORE
REPORTS

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REPORT 201 **TRANSACTION REPORT**

PURPOSE: To provide audit reporting of transactions applied to an employee's pay record with the capability to be executed under TSO or NPPS BJS.

CONTENT: Transactions to be printed may be selected for a day, or for a pay period.

SEQUENCE: Selective by Center, Pay Block: Processing, Employee Name, Date and Time, or Pay Block: Processing, SSN, Date and Time, or by Clerk, Template, Center, SSN, Date and Time (for CPO use only). Page breaks by Center, Pay Block: Processing.

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                                               SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 201                                NASA PERSONNEL AND PAYROLL SYSTEM                            PAGE:
 SEQUENCE: OOOOOOOOOOOOOOOOOOOOOOOOOOOOOO              INSTALLATION NAME                                             DATE:

                                                                                                           TIME:
                                                     NNNNNNNNNNNNNNNNNN
                                                     TRANSACTION REPORT
                                                       AS OF PPPPPPPP

PB  FACILITY            NAME                                   SSN      TEMPLATE  FUNC  USER ID         DATE       TIME
                                                                           ID
02     M      JOHN DOE                                     123-45-6789  ADDR       C    K ROGERS      11/05/92   04:45:02

MAILING ADDRESS          FROM:  80 WOODY DR
                         TO:    79 WOODY DR

CITY                     FROM:  GULFPORT
                         TO:    BILOXI

   *  PAYBLK 02   SSN 123-45-6789   CHANGED IN MASTER EMPLOYEE RECORD


AA     B      CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC  DDD-DD-DDDD  EEEEEEEE   F    GGGGGGGGGGGG  HH/HH/HH   II:II:II

J                        FROM:  K
                         TO:    L

   MMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMM









                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. Facility Code
C. Employee Name (Last, First, MI, Gen)
D. SSN
E. Template ID
F. Function Code
G. Action Entry Clerk
H. Action Entry Date
I. Action Entry Time
J. Screen Field Name
K. Value of screen field before update
L. Value of screen field after update
M. Informative or error messages (up to 20)
N. If the user designates a Facility Code, Facility Name will be derived from the Facility Table
O. An indication of the selected report sequence
P. Pay Cntl: Current PP Ending Date, entered parameter date, or current date. Format MM/DD/YY.

SELECTION CRITERIA:

Includes all records with the following criteria:

- Installation code equals user designated center code(s)
- Template ID not = 'Mature' and not = Batch'
- Template ID starts with 'M'
- Template ID equals 'TAEDIT' or 'TABATCH' or ‘BATCHMER’
- Transaction date equals current date if current time less than midnight, else current date minus 1 day, or selection criteria entered for date

Facility Code equals user designated facility code if entered

NOTE: The transactions for template SEMP, SACT, GLOBFIN, and GLOBTA will not appear on the report unless the Facility Code designated is left blank.

REPORT 203 LEAVE AND PAY PROCESSING INFORMATION REPORT PAYROLL

PURPOSE: To provide processing information for payroll review and T & A correction.

CONTENT: Current information messages on Leave & Pay processing for each employee.

SEQUENCE: Selective by Center, Pay Block: Processing, Employee Name or Pay Block: Processing, SSN. Page break by Center, Pay Block: Processing

```
                                           SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  203                          NASA PERSONNEL AND PAYROLL SYSTEM                         PAGE:
SEQUENCE BY:                                    INSTALLATION NAME                                  DATE:
                                       FFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFF                        TIME:
                                       LEAVE AND PAY PROCESSING INFORMATION
                                                 AS OF MM/DD/YY



                                                      FACILITY  TEMPLATE
 PB  NAME                                 SSN                    ID            PROCESSING INFORMATION
 02  BLOW, JOE E.                         571439708      M     TAEDIT   4.0 HOURS CONVERTED FROM SICK TO ANNUAL
 AA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB  CCCCCCCCC      G     DDDDDDD  EEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEE



















                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. Employee Name (Last, First, MI, Gen)
C. SSN
D. Template ID
E. Processing Information (i.e. processing and edit messages - prints most current message on file for employee)
F. If the user designates a Facility Code, Facility Name will be derived from the Facility Table
G. Facility Code

SELECTION CRITERIA:

Includes all records with following criteria:

- Installation Code equals user designated center code
- Template Id starts with MER or Template Id equals 'TAEDIT' or Template Id equals 'TABATCH'
- Facility Code equals user designated facility code if entered

REPORT 101 **OLD VS NEW NORMALS** PAYROLL

PURPOSE: To provide a means for Payroll to maintain control on current pay period changes affecting earnings/deductions.

CONTENT: All employees with changes to their base salary or deductions.

SEQUENCE: Selective By Employee Name or SSN or Pay Block: Processing by Name or Pay Block: Processing by SSN Totals by Pay Block: Processing and Center Page break by Pay Block: Processing.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  101                                  NASA PERSONNEL AND PAYROLL SYSTEM                                                  PAGE:
SEQUENCE BY:                                            INSTALLATION NAME                                                           DATE:
                                                      hhhhhhhhhhhhhhhhhhhhh                                                         TIME:
                                                       OLD VS. NEW NORMALS
                                                         AS OF MM/DD/YY

  PB    SSN      FACILITY         NAME
        GROSS      CSRS      HIT    FED TX    CITY TX CD   FEGLI   FEHB     TSP     UNION    ALLOT     BANKR   ADV DED  MD     COLA
        NET      PAY ADJ     FICA   STATE TX  CTY  TX CD   BOND    FERS     LOAN    CFC      INDEBT US CH SUPP GARNISH  NEBA   CIV/CRD
        CATCHUP              SA HC           FSA DC

  g  123456789      M    Appleseed Julie A.
  O   1,385.50    96.99     20.09    266.39                       13.73                                  76.40
  N   1,427.20    99.90     20.69    278.04                       13.73                                  78.00
  D      41.60     2.91       .60      1.65                                                              1.60

  O     988.40   500.00     18.90    119.00                50.00                                        100.00
  N   1,014.84   550.00     18.40    121.16               100.00                                        150.00
  D      26.44    50.00       .50      2.16                50.00                                         50.00

  O    1000.00             340.00              500.00
  N      50.00             350.00              615.00
  D      50.00              10.00              115.00

AA  BBBBBBBBB       i     CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC

  O  DDDD.DD     EEE.EE    FFF.FF   GGGG.GG   aaaa.aa  II JJJ.JJ   KKK.KK   HHH.HH   NNN.NN   O,OOO     dddd.dd   j   QQQQ.QQ   fff.ff
  N  DDDD.DD     EEE.EE    FFF.FF   GGGG.GG   aaaa.aa     JJJ.JJ   KKK.KK   HHH.HH   NNN.NN   O,OOO     dddd.dd   j   QQQQ.QQ   fff.ff
  D   999.99      99.99     99.99    999.99    999.99      99.99    99.99    99.99    99.99     999      999.99        999.99    99.99

  O  RRRR.RR    SSSS.SS    TTT.TT    UUU.UU   bbbb.bb  L  MMM.MM   WWW.WW  XXXX.XX   PPP.PP  cccc.cc     eee.ee   k    VVV.VV   YYY.YY
  N  RRRR.RR    SSSS.SS    TTT.TT    UUU.UU   bbbb.bb     MMM.MM   WWW.WW  XXXX.XX   PPP.PP  cccc.cc     eee.ee   k    VVV.VV   YYY.YY
  D   999.99     999.99     99.99     99.99    999.99      99.99    99.99   999.99    99.99   999.99      99.99 999.99  99.99    99.99

  O  llll.ll              mmmm.mm             nnnn.nn
  N  llll.ll              oooo.oo             pppp.pp
  D   999.99               999.99              999.99


(PAYBLOCK TOTALS SECTION – Prints on Separate Page)
          GROSS         CSRS          HIT           FED TX        CITY TX       FEGLI         FEHB          TSP           UNION
          NET           PAY ADJ       FICA          STATE TX      CTY TX        BOND          FERS          LOAN          CFC
          ADV           ALLOT         BANKR         MD            COLA          INDEBT US     CH SUP        NEBA          CIV/CRD
          GARNISH       CATCHUP       FSA HC        FSA DC

PAY BLOCK  AA TOTALS

OLD
NEW
DIF

OLD
NEW
DIF

OLD
NEW
DIF

OLD
NEW
DIF



(CENTER TOTALS SECTION – Prints on Separate Page)
          GROSS         CSRS          HIT           FED TX        CITY TX       FEGLI         FEHB          TSP           UNION
          NET           PAY ADJ       FICA          STATE TX      CTY TX        BOND          FERS          LOAN          CFC
          ADV           ALLOT         BANKR         MD            COLA          INDEBT US     CH SUP        NEBA          CIV/CRD
          GARNISH       CATCHUP       FSA HC        FSA DC


    FINAL TOTALS

OLD
NEW
DIF

OLD
NEW
DIF

OLD
NEW
DIF

OLD
NEW
DIF
                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 101 OLD VS NEW NORMALS
DATA ELEMENTS

A. Pay Block: Processing
B. SSN
C. Employee Name(Last, First, MI, Gen)
D. Gross Earnings: Normal *
E. CSRS: Normal
F. HIT: Normal
G. Fed Tax: Normal
H. TSP: CY Ded Normal
I. FEGLI Code
J. FEGLI: Normal
K. FEHB: Normal
L. Bond: Code
M. Bond: Normal
N. Union Dues: Normal
O. Voluntary Allot: Normal
P. CFC: Normal
Q. CSRS: Mil Dep Normal + FERS: Mil Dep Normal
R. Net Earnings: Normal **
S. Foreign Diff: Normal
+ Retention Allowance: Normal
+ Supervisory Diff: Normal
+ Empl Norm Admn Uctrd OT Amt
+ Empl Norm Staff Diff Amt
+ Empl Norm Local Pay Amt
+ Availability Pay: Norm New
+ Physicians Comparability Allowance
T. FICA: Normal
U. State Tax: Normal
V. NEBA: Normal
W. FERS: Normal
X. TSP: Loan Ded Normal
Y. Civilian Service Credit: Normal
a. City Tax: Normal
b. County Tax: Normal
c. Indebtedness Due U.S.: Normal
d. Bankruptcy: Normal
e. Child Support: Normal
f. COLA: Normal
g. Report Format Item
O=Old
N=New
D=Difference
h. If the user designates a Facility Code, theFacility Name will be derived from theFacility Table
i. Facility Code
j. Empl Norm Adv Pay Ded Amt
k. Empl Norm Grnsh Ded Amt
l. TSP CATCHUP: Normal
m. FSA HC: OLD NORM
n. FSA DC: OLD NORM
o. FSA HC: NEW NORM
p. FSA DC: NEW NORM
9. Difference = Old - New

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal '3 (active for pay)
- Work Schedule not equal 'I'
- Facility Code equals user designated facility code if entered

* Includes S
** Includes F

REPORT 204 T & A PAID HOURS

PURPOSE: To provide a record of the hours used for pay computation.

CONTENT: All employees active for pay including reactivation for pay adjustments.

SEQUENCE: Selective by center, pay block: processing, employee name or pay block: processing, ssn. Totals by pay block: processing, including number of employees with t & a's, without t & a's, & number of employees reactivated this period. Total by center, including number of employees with t & a's, without t & a's, & number of employees reactivated this period.

```
                                         SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  204                        NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
SEQUENCE BY:                                   INSTALLATION NAME                                             DATE:
                                              aaaaaaaaaaaaaaaaaa                                             TIME:
                                               T & A PAID HOURS
                                                AS OF MM/DD/YY

PB  ORG     SSN                   S F  REG/HRS OT/HRS  NT/DIF  CMP/ERN CRD/ERN REL/ERN HOL/WK  ANL/LV  SCK/LV  COU/LV    NEW
NAME                              H L  ADM/LV  HAZ/DTY SUN/DIF CMP/TM  CRD/HRS REL/HRS HOL/LV  EXC/LV  COP     RST/HRS   EMP
FACILITY                               LWOP    AWOL    SUSP            HOM/HRS JRY/LV  GRD/LV  MIL            TIME OFF   IND

AA  BBBBB  CCCCCCCCC              D E  FFF.FF  GGG.GG  HHH.HH  III.II  JJJ.JJ  KKK.KK  LLL.LL  OOO.OO  PPP.PP  555.55
66666666666666666666666666666666666    XXX.XX  NNN.NN  MMM.MM  QQQ.QQ  RRR.RR  444.44  VVV.VV  111.11  222.22  WWW.WW
13                                     SSS.SS  TTT.TT  UUU.UU          999.99  YYY.YY  ZZZ.ZZ  333.33           14.14 7




PAY BLOCK    AA              **Totals Line


NUMBER OF T & A                > 10
NUMBER OF MISSING T & A        > 11
NUMBER OF REACTIVATIONS      > 12



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. Organization: Assigned
C. SSN
D. Shift Worked B/W
E. FLSA Paid Indicator
G. Overtime: Hours B/W
F. Regular Hours: B/W +
Annual Leave: Used B/W + Sick Leave: Used B/W +
Holiday Leave: Used B/W + Restored Leave: Used B/W +
Military Leave: Used B/W Hours + Comp Time: Relig Used B/W +
Administrative Leave: Used B/W + Excused Leave: Used B/W +
COP Leave: Hours Used B/W + Graduate Leave: Used B/W +
Jury Leave: Used B/W + Comp Time: Taken B/W +
Court Leave: Used B/W + Credit Hours: Used B/W +
Home Leave: Hours Used B/W + Employee Hours Time Off Paid Quantity
H. Night Differential: Hours B/W
I. Comp Time: Hours (current earned)
J. Credit Hours: Earned B/W
K. Comp Time: Relig Earned B/W
L. Holiday Hours: B/W

M. Sunday Diff: Hours B/W
N. Hazardous Hours: B/W
O. Annual Leave: Used B/W
P. Sick Leave: Used B/W
Q. Comp Time: Used B/W + Comp Time: Extended Used
R. Credit Hours: Used B/W
S. LWOP: Used B/W or LWOP: Used B/W - AWOL: Used B/W if AWOL: Used B/W > 0 and AWOL: Used B/W greater than LWOP: Used B/W
T. AWOL: Used B/W
U. Suspension: Used B/W
V. Holiday Leave: Used B/W
W. Restored Leave: Used B/W
X. Administrative Leave: Used B/W
Y. Jury Leave: Used B/W
Z. Graduate Leave: Used B/W
a. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table

1. Excused Leave: Used B/W
2. COP Leave: Hours Used B/W
3. Military Leave: Used B/W Hours
4. Comp Time: Relig Used B/W
5. Court Leave: Used B/W
6. Employee Name (Last, First MI, Gen)
7. '*' if New Employee Indicator equal 'Y'
9. Home Leave: Hours Used B/W
10. Count of Employees
    If T & A Status not = 'M' and Reactivation Indicator not = '2'
11. Count of Employees If T & A: Status = 'M'
12. Count of Employees If Reactivation Indicator = '2'
13. Facility Code
14. Employee Hours Time Off Paid Quantity

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Reactivation Indicator not equal '3' (active for pay)
- Facility Code equals user designated facility code if entered

REPORT 205 STUDENT LOAN REPAYMENT PAYROLL

PURPOSE: To provide a record of the student loan repayment current and YTD information.

CONTENT: All employees active for pay including reactivation for pay adjustments who are participating in the student loan repayment program.

SEQUENCE: By SSN. Totals by center and agency. Cash Collection and Non-Cash Collection. Agency totals will appear on a separate page.

```
                                          SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  205                        NASA PERSONNEL AND PAYROLL SYSTEM                                     PAGE:
 SEQUENCE BY:                                   INSTALLATION NAME                                             DATE:
                                               aaaaaaaaaaaaaaaaaa                                             TIME:
                                           STUDENT LOAN REPAYMENT (SLR)
                                                 AS OF MM/DD/YY

                                                RETIR ST/CITY CASH   SLR      SLR         SLR      SLR
 PB SSN       NAME                              CODE    TAX  COLLECT CURR     YTD/ADJ     QTD  MTD
                                                       CODE
 AA BBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC   D     EEE     F    GGGGG.GG HHHHHHHH.HH IIIII.II JJJJJ.JJ
                                                        jjj                   kkkkkkkk.kk


                                                                   SLR         SLR         SLR         SLR
                                                                   CURR        YTD     QTD     MTD

CASH COLLECTION                                                  KKKKKKKK.KK LLLLLLLL.LL MMMMMMMM.MM NNNNNNNN.NN
NON-CASH COLLECTION                                              OOOOOOOO.OO PPPPPPPP.PP QQQQQQQQ.QQ RRRRRRRR.RR

CENTER TOTALS                                                    SSSSSSSS.SS TTTTTTTT.TT UUUUUUUU.UU VVVVVVVV.VV
---------------------------------------------------NEW PAGE-------------------------------------------------------------



                                                                   SLR        SLR           SLR         SLR
                                                                CURR       YTD        QTD       MTD

CASH COLLECTION                                                  WWWWWWWW.WW XXXXXXXX.XX YYYYYYYY.YY ZZZZZZZZ.ZZ
NON-CASH COLLECTION                                              bbbbbbbb.bb cccccccc.cc dddddddd.dd eeeeeeee.ee

AGENCY TOTALS                                                 ffffffffff.ff gggggggggg.gg hhhhhhhhhh.hh iiiiiiiiii.ii

                                                   SUBJECT TO PRIVACY ACT OF 1974
```

a. Installation: Name
A. Payblock: Processing
B. SSN
C. Employee Name (Name: Last, Name: First, Name: Middle, Name: Genealogical Suffix)
D. Retirement Plan
E. State Tax: Code
F. SLR Cash Ind
G. SLR Biwk Paid Amt
H. SLR YTD Amt
I. SLR Adj QTD Amt
J. SLR Adj MTD Amt
K. Center total for cash collection of SLR Biwk Paid Amt
L. Center total for cash collection of SLR YTD Amt
M. Center total for cash collection of SLR Adj QTD Amt
N. Center total for cash collection of SLR Adj MTD Amt
O. Center total for non-cash collection of SLR Biwk Paid Amt

P. Center total for non-cash collection of SLR YTD Amt
Q. Center total for non-cash collection of SLR Adj QTD Amt
R. Center total for non-cash collection of SLR Adj MTD Amt
S. Center total of SLR Biwk Paid Amt
T. Center total of SLR YTD Amt
U. Center total of SLR Adj QTD Amt
V. Center total of SLR Adj MTD Amt
W. Agency total for cash collection of SLR Biwk Paid Amt
X. Agency total for cash collection of SLR YTD Amt
Y. Agency total for cash collection of SLR Adj QTD Amt
Z. Agency total for cash collection of SLR Adj MTD Amt
b. Agency total for non-cash collection of SLR Biwk Paid Amt
c. Agency total for non-cash collection of SLR YTD Amt
d. Agency total for non-cash collection of SLR Adj QTD Amt
e. Agency total for non-cash collection of SLR Adj MTD Amt
f. Agency total for SLR Biwk Paid Amt
g. Agency total for SLR YTD Amt
h. Agency total for SLR Adj QTD Amt
i. Agency total for SLR Adj MTD Amt
j. Local Tax Entity Code(2) (City Tax)
k. SLR YTD Adj Amt

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any SLR amount greater than zero

REPORT 403 **MECHANIZED SF 2812 REPORT OF WITHHOLDING & CONTRIBUTIONS FOR FEHB, FEGLI & RETIREMENT** PAYROLL

(Page 1 of 4)

PURPOSE: To provide data on the sf 2812 for submission to the office of personnel management and provide accounting system interface.

CONTENT: Withholdings and contributions for all employees by pay period.

SEQUENCE: By center, health code. Totals by center, agency.

```
REPORT NO:  403                        NASA PERSONNEL AND PAYROLL SYSTEM                     PAGE:
SEQUENCE BY:                                   INSTALLATION NAME                             DATE:
                                                                                             TIME:
                            REPORT OF WITHHOLDINGS AND CONTRIBUTIONS FOR HEALTH BENEFITS,
                                         LIFE INSURANCE AND RETIREMENT

ADDRESS                                                            PAYROLL OFFICE NUMBER
1.                                                                 2.
                                                                   DATE PAYROLL PAID
                                                                   3.
                                                                          PAY PERIOD
                                                                   FROM                TO
                                                                   4.                  5.

BENEFIT CATEGORY                    WITHHOLDINGS                 CONTRIBUTIONS             TOTAL

LIFE INSURANCE
  BASIC LIFE                         6.                           7.
  STANDARD-OPTION A                  8.
  ADDITIONAL-OPTION B                9.
  FAMILY-OPTION C                   10.
  POST RETIREMENT

TOTAL LIFE RETIREMENT               11.                          12.                        +  13.

HEALTH BENEFITS
  REGULAR                           14.                          15.
  TEMPORARY CONTINUATION
   COVERAGE (P.L. 100-654)

TOTAL HEALTH BENEFITS               14.                          15.                      +  16.

RETIREMENT
 CSRS
  ALL CATEGORIES                    17.                          18.
  SALARY OFFSET-
   REEMPLOYED ANNUITANTS                                         19.
  MILITARY AND CIVILIAN
   SERVICE CREDIT                   20.

 FERS
  REGULAR                           21.                          22.
  MILITARY RESERVE
   TECHNICIANS                      23.                          24.
  SPECIAL                           25.                          26.
  SALARY OFFSET-
   REEMPLOYED ANNUITANTS                                         34.
  MILITARY DEPOSIT                  27.

TOTAL RETIREMENT                    28.                          29.                     +   30.

GRAND TOTAL                         31.                          32.                     =   33.
```

REPORT 403 MECHANIZED SF 2812 (Page 1 of 4)

DATA ELEMENTS

1. Installation Address
2. Payroll Office Number
3. Pay Period Ending Date + 10
4. Pay Period First Day (Date)
5. Pay Period Ending Date
6. Total (FEGLI: Basic B/W + FEGLI: Basic Adj + FEGLI: Basic YTD Cntl Diff)
7. Total (FEGLI: Govt Contr B/W + FEGLI: Govt Contr Adj + FEGLI: Govt Contr YTD Cntl Diff)
8. Total (FEGLI: Standard Opt 'A' B/W + FEGLI: Standard Opt 'A' Adj + FEGLI: Opt A YTD)
9. Total (FEGLI: Additional Opt 'B' B/W + FEGLI: Additional Opt 'B' Adj + FEGLI: Opt B YTD)
10. Total (FEGLI: Family Opt 'C' B/W + FEGLI: Family Opt 'C' Adj + FEGLI: Opt C YTD)
11. 6 + 8 + 9 + 10
12. 7
13. 11 + 12
14. Total (FEHB: B/W + FEHB: Spousal Payment Amt + FEHB: Prior Adj + FEHB: Cur Adj + FEHB: Cash Collection + FEHB: Deduction YTD Cntl Diff) if FEHB: Plan Code, FEHB: Prior Plan Code, FEHB: Cash Collection Plan Code not equal ' ', 'ZZX', 'ZZY', 'ZZZ'
15. Total (FEHB: Govt Contr B/W + FEHB: Current Govt Adj Erngs + FEHB: Govt Contr Prior Adj + FEHB: Cash Collection Adj + FEHB: Govt Contr YTD Cntl Diff) if FEHB: Plan Code, FEHB: Prior Plan Code, FEHB: Cash Collection Plan Code not equal ' ', 'ZZX', 'ZZY', 'ZZZ'
16. 14 + 15
17. Total (CSRS: B/W + CSRS: Adjustment + Retirement: Employee Adj + CSRS: YTD Cntl Diff) if Retirement Plan = '1','6','C','E', 'R', Or 'T'
18. Total (CSRS: Govt Contr B/W + Retirement: Government Adj + CSRS: Former Retire Current Adj + CSRS: Govt Contr YTD Cntl Diff) if Retirement Plan = '1','6','C','E','R', Or 'T'
19. If Retirement Plan not = ‘K’, ‘L’, ‘M’, or ‘N’ and Annuitant Indicator = '1', '4', or '5'
    Salary Offset + CSRS: Salary Offset Adj
    Else
    CSRS: Salary Offset Adj
20. Total (CSRS: Mil Dep B/W + CSRS: Mil Dep Cash PMT + Civil Serv Credit: B/W + Civil Serv Credit: Adjustment + CSRS: Mil Dep Cntl YTD Diff + Civil Serv Credit: YTD Cntl Diff)
21. Total (FERS: B/W + FERS: Adjustment + FERS: (K) YTD Cntl Diff) if Retirement Plan = 'K'
22. Total (FERS: Govt Contr B/W + Retirement: Government Adj + FERS: Former Retire Cur Adj + FERS: Govt (K) YTD Cntl Diff) if Retirement Plan = 'K'
23. Total (FERS: B/W + FERS: Adjustment + FERS: (N) YTD Cntl Diff) if Retirement Plan = 'N'
24. Total (FERS: Govt Contr B/W + Retirement: Government Adj + FERS: Former Retire Cur Adj + FERS: Govt (N) YTD Cntl Diff) if Retirement Plan = 'N'
25. Total (FERS: B/W + FERS: Adjustment + FERS: (M) YTD Cntl Diff + FERS: (L) YTD Cntl Diff) if Retirement Plan = 'M' or 'L'
26. Total (FERS: Govt Contr B/W + Retirement: Government Adj + FERS: Former Retire Cur Adj + FERS: Govt (M) YTD Cntl Diff + FERS: Govt (L) YTD Cntl Diff) if Retirement Plan = 'M' or 'L'
27. Total (FERS: Mil Dep B/W) + Total (FERS: Mil Dep Cash Pmt) + Total (FERS: Mil Dep YTD Cntl Diff)
28. 17 + 20 + 21 + 23 + 25 + 27
29. 18 + 19 + 22 + 24 + 26 + 34
30. 28 + 29

31. 11 + 14 + 28

32. 12 + 15 + 29

33. 13 + 16 + 30

34. If Retirement Plan = 'K', 'L', 'M', or 'N' and Annuitant Indicator = 'A', 'C', or 'E'
    Salary Offset + FERS: Salary Offset Adj
  Else
    FERS: Salary Offset Adj

35. Installation Phone Number

SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty Status not equal 'Z' or Reactivation Indicator not equal 3

FOR SPOUSAL HEALTH

Includes all employees with the following criteria:

- Spousal Center equals user designated center code
- Spousal period equals Pay Cntl: Pay Period
- Spousal Data Date between Pay Cntl: Current PP Begin Date + 3 and Pay Cntl: Current PP Ending Date + 3

REPORT 403 **MECHANIZED SF 2812 REPORT OF WITHHOLDING & CONTRIBUTIONS FOR FEHB, FEGLI & RETIREMENT** PAYROLL

(Page 2 of 4)

PURPOSE: To provide data on the sf 2812 for submission to the office of personnel management and provide accounting system interface.

CONTENT: Withholdings and contributions for all employees by pay period.

SEQUENCE: By center, health code. Totals by center, agency.

```
REPORT NO:  403                        NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCE BY:                                     INSTALLATION NAME                                            DATE:
                                                                                                              TIME:
                REPORT OF WITHHOLDINGS AND CONTRIBUTIONS FOR HEALTH BENEFITS BY ENROLLMENT CODE


 BUREAU, DIVISION OR OFFICE                                                 PAYROLL OFFICE NUMBER
 2.                                                                         1.
 ADDRESS                                                                    PAY PERIOD FROM     PAY PERIOD TO
 5.                                                                         3.                  4.
                                                                            DATE PAYROLL PAID
                                                                            6.
                                                                            AGENCY TELEPHONE NUMBER
                                                                            7.


ENROLLMENT   TOTAL WITH. &     NO       ENROLLMENT    TOTAL WITH. &     NO       ENROLLMENT   TOTAL WITH. &    NO
  CDE NO     CONTRIBUTIONS   ENROLLED      CDE NO     CONTRIBUTIONS   ENROLLED      CDE NO    CONTRIBUTIONS
ENROLLED

8.           9.                 10.
```

1. Payroll Office Number
2. Installation Name
3. Pay Period First Day (Date)
4. Pay Period Ending Date
5. Installation Address
6. Pay Period Ending Date + 10
7. Installation Phone Number
8. '-' or FEHB: Plan Code, FEHB: Prior Plan Code, FEHB: Cash Collection Plan Code, FEHB: Spousal Carrier Code
9. Total of (FEHB: Emp YTD Adj Diff + FEHB: Gov YTD Adj Diff) if FEHB: Plan Code = ' ', 'ZZX', 'ZZY', 'ZZZ' and (FEHB: Emp YTD Adj Diff not equal 0 or FEHB: Gov YTD Adj Diff not equal 0) or
   Total of (FEHB: B/W + FEHB: Cash Collection + FEHB: Prior Adj + FEHB: Cur Adj + FEHB: Cash Collection Adj + FEHB: Spousal Payment Amt + FEHB: Emp YTD Adj Diff + FEHB: Govt Contr B/W + FEHB: Govt Contr Prior Adj + FEHB: Current Govt Adj Erngs + FEHB: Govt YTD Adj Diff) in category if FEHB: Plan Code, FEHB: Prior Plan Code, FEHB: Cash Collection Plan Code not equal ' ', 'ZZX', 'ZZY', 'ZZZ'
10. Total Of All Enrolled With Or Without Deductions in a category

REPORT 403 MECHANIZED SF 2812 REPORT OF WITHHOLDING & CONTRIBUTIONS FOR FEHB, FEGLI & RETIREMENT

PAYROLL

(PAGE 3 OF 4)

PURPOSE: To provide data on the sf 2812 for submission to the office of personnel management and provide accounting system interface.

CONTENT: Withholdings and contributions for all employees by pay period.

SEQUENCE: By center, health code. Totals by center, agency.

```
REPORT NO:  403                        NASA PERSONNEL AND PAYROLL SYSTEM                                       PAGE:
SEQUENCE BY:                                     INSTALLATION NAME                                             DATE:
                                                                                                               TIME:

                            REPORT OF WITHHOLDINGS AND CONTRIBUTIONS FOR HEALTH BENEFITS BY ENROLLMENT CODE


 BUREAU, DIVISION OR OFFICE                                                 PAYROLL OFFICE NUMBER
 2.                                                                         1.
 ADDRESS                                                                    PAY PERIOD FROM     PAY PERIOD TO
 5.                                                                         3.                  4.
                                                                            DATE PAYROLL PAID
                                                                            6.
                                                                            AGENCY TELEPHONE NUMBER
                                                                            7.


ENROLLMENT     TOTAL WITH. &         NO          ENROLLMENT     TOTAL WITH. &       NO        ENROLLMENT   TOTAL WITH. &        NO
  CDE NO       CONTRIBUTIONS      ENROLLED         CDE NO       CONTRIBUTIONS    ENROLLED       CDE NO     CONTRIBUTIONS    ENROLLED

8.             9.                 10.



                *******  SUPPLEMENTAL REPORT FOR TEMPORARY EMPLOYEES  ********




                * These figures reflect only data relating to temporary employees,
                  and are also included in the regular SF 2812A Headcount figures.
```

1. Payroll Office Number
2. Installation Name
3. Pay Period First Day (Date)
4. Pay Period Ending Date
5. Installation Address
6. Pay Period Ending Date + 10
7. Installation Phone Number
8. FEHB: Plan Code or FEHB: Prior Plan Code
9. FEHB: B/W if FEHB: Contribution Flag = 'Y'
10. Total Of All Enrolled Temporary Employees (if FEHB: Contribution Flag = 'Y') With or Without Deductions in a category

REPORT 403 **MECHANIZED SF 2812 REPORT OF WITHHOLDING & CONTRIBUTIONS FOR FEHB, FEGLI & RETIREMENT** PAYROLL
(PAGE 4 OF 4)

PURPOSE: To provide data on the sf 2812 for submission to the office of personnel management and provide accounting system interface.

CONTENT: Withholdings and contributions for all employees by pay period.

SEQUENCE: By center, health code. Totals by center, agency.

```
REPORT NO:  403                        NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCE BY:                                     INSTALLATION NAME                                            DATE:
                                                                                                               TIME:

                REPORT OF WITHHOLDINGS AND CONTRIBUTIONS FOR HEALTH BENEFITS BY ENROLLMENT CODE


 BUREAU, DIVISION OR OFFICE                                                 PAYROLL OFFICE NUMBER
 2.                                                                         1.
 ADDRESS                                                                    PAY PERIOD FROM     PAY PERIOD TO
 5.                                                                         3.                  4.
                                                                            DATE PAYROLL PAID
                                                                            6.
                                                                            AGENCY TELEPHONE NUMBER
                                                                            7.


ENROLLMENT     TOTAL WITH. &        NO          ENROLLMENT     TOTAL WITH. &       NO         ENROLLMENT   TOTAL WITH. &       NO
  CDE NO       CONTRIBUTIONS      ENROLLED         CDE NO       CONTRIBUTIONS    ENROLLED        CDE NO     CONTRIBUTIONS    ENROLLED

8.             9.                 10.



                *******  SUPPLEMENTAL REPORT FOR FORMER SPOUSES  ********






                * These figures reflect only data relating to former spouses and
                  are also included in the regular SF 2812A Headcount figures.
```

1. Payroll Office Number
2. Installation Name
3. Pay Period First Day (Date)
4. Pay Period Ending Date
5. Installation Address
6. Pay Period Ending Date + 10
7. Installation Phone Number
8. FEHB: Spousal Carrier Code
9. Total FEHB: Spousal Payment Amt In Category
10. Total Of All Enrolled Spouses With Or Without Deductions in a category

REPORT 410 OPM 1523 SUPPLEMENTAL SEMI-ANNUAL HEADCOUNT REPORT (PAGE 1 OF 2) PAYROLL

PURPOSE: To provide data to office of personnel management.

CONTENT: All enrollees.

SEQUENCE: Totals by center.

DATA ELEMENTS:

1. Installation Name and Address
2a. Payroll Office Number
2b. Installation Contact Phone Number
3. Pay Period Ending Date + 10 Days
4. Pay Period Start Date
5. Pay Period Ending Date
6. Total (FEGLI: Basic B/W + FEGLI: Basic Adj + FEGLI: Govt Contr B/W + FEGLI: Govt Contr Adj)
7. Count Of Deductions In Category
8. Count Of No Deductions In Category
9. Total (FEGLI: Standard Opt 'A' B/W + FEGLI: Standard Opt 'A' Adj)
10. Count Of Deductions In Category
11. Count Of No Deductions In Category
12. Total (FEGLI: Additional Opt 'B' B/W (1-11) + FEGLI: Additional Opt 'B' Adj)
13. Count Of Deductions In Category
14. Count Of No Deductions In Category
15. Total (FEGLI: Family Opt B/W + FEGLI: Family Opt Adj)
16. Count Of Deductions In Category
17. Count Of No Deductions In Category
18. 6 + 9 + 12(1-11) + 15
19. Total (FEHB: B/W + FEHB: Govt Contr B/W + FEHB: Prior Adj + FEHB: Govt Contr Prior Adj + FEHB: Cur Adj + FEHB: Govt Contr Cur Adj + FEHB: Cash Collection + FEHB: Cash Collection Adj) if FEHB: Plan Code, FEHB: Prior Plan Code, FEHB: Cash Collection Plan Code not equal ' ', 'ZZX', 'ZZY', 'ZZZ')
20. Count Of Deductions In Category
21. Total (FEHB: Spousal Payment Amt) + Total of (FEHB: B/W + FEHB: Current Adj) if FEHB: Contribution
    Flag = 'Y'
22. Count Of Deductions In Category
23. 19 + 21
24. 20 + 22

SELECTION CRITERIA:
Report Produced Only At Last Page Date In March And September Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Duty Status Not Equal 'Z'
- Reactivation Indicator Not Equal 3

REPORT 410 OPM 1523 SUPPLEMENTAL SEMI-ANNUAL HEADCOUNT REPORT (PAGE 2 OF 2)

PAYROLL

PURPOSE: To provide data to office of personnel management

CONTENT: All enrollees

SEQUENCE: Totals by center

REPORT 410 OPM 1523 SUPPLEMENTAL SEMI-ANNUAL HEADCOUNT (Page 2 of 2)
DATA ELEMENTS

1. Payroll Office Count
2. Pay Period Ending Date + 10
3. Total (CSRS: B/W + CSRS: Adjustment) If Retirement Plan Code = '1' Or 'R'
4. Total Empl CSRS Base Earn Amt = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = '1' Or 'R') + PCA + PCA Adj
5. Count Of Deductions In Category (If Retirement Plan Code = '1' Or 'R')
6. Count Of No Deductions In Category (If Retirement Plan Code = '1' Or 'R')
7. Total CSRS: Govt Contr B/W In Category (If Retirement Plan Code = '1' Or 'R')
8. Total (CSRS: B/W + CSRS: Adjustment) If Retirement Plan Code = '6' Or 'T'
9. Total Empl CSRS Base Earn Amt = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = '6' Or 'T') + PCA + PCA Adj
10. Count Of Deductions In Category (If Retirement Plan Code = '6' Or 'T')
11. Count Of No Deductions In Category (If Retirement Plan Code = '6' Or 'T')
12. Total CSRS: Govt Contr B/W (If Retirement Plan Code = '6' Or 'T')
13. Total (CSRS: B/W + CSRS: Adjustment) If Retirement Plan Code = 'C'
14. Total Empl CSRS Base Earn Amt = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = 'C') + PCA + PCA Adj
15. Count Of Deductions In Category (If Retirement Plan Code = 'C')
16. Count Of No Deductions In Category (If Retirement Plan Code = 'C')
17. Total CSRS: Govt Contr B/W In Category (If Retirement Plan Code = 'C')
18. Total (CSRS: B/W + CSRS: Adjustment) If Retirement Plan Code = 'E'
19. Total Empl CSRS Base Earn Amt = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = 'E') + PCA + PCA Adj
20. Count Of Deductions In Category (If Retirement Plan Code = 'E')
21. Count Of No Deductions In Category (If Retirement Plan Code = 'E')
22. Total CSRS: Govt Contr B/W In Category (If Retirement Plan Code = 'E')
23. If Retirement Plan Code Not = 'K', 'N', 'M', Or 'L' and Annuitant Indicator = '1', '4', or '5'
        Total (Salary Offset + CSRS: Salary Offset Adj)
    Else
        CSRS: Salary Offset Adj
24. Count Of No Deductions In Category (If Retirement Plan Code Not = 'K', 'N', 'M', Or 'L' and Annuitant Indicator = '1', '4', or '5')
25. Total CSRS: Mil Dep B/W + Total CSRS: Mil Dep Cash

REPORT 410 OPM 1523 SUPPLEMENTAL SEMI-ANNUAL HEADCOUNT (Page 2 of 2)
DATA ELEMENTS

26. Count Of Deductions In Category
27. Total (Civil Serv Credit: B/W + Civil Serv Credit: Adjustment)
28. Count Of Deductions In Category
29. Total (FERS: B/W + FERS: Adjustment) If Retirement Plan Code = 'K'
30. Total FERS Earnings: B/W = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = 'K') + PCA + PCA Adj
31. Count Of Deductions In Category (If Retirement Plan Code = 'K')
32. Count Of No Deductions In Category (If Retirement Plan Code = 'K')
33. Total FERS: Govt Contr B/W (If Retirement Plan Code = 'K')
34. Total (FERS: B/W + FERS: Adjustment) If Retirement Plan Code = 'N'
35. Total FERS Earnings: B/W = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = 'N') + PCA + PCA Adj
36. Count Of Deductions In Category (If Retirement Plan Code = 'N')
37. Count Of No Deductions In Category (If Retirement Plan Code = 'N')
38. Total FERS: Govt Contr B/W (If Retirement Plan Code = 'N')
39. Count Of Deductions In Category (If Retirement Plan Code = 'L')
40. Count Of No Deductions In Category (If Retirement Plan Code = 'L')
41. Total (FERS: B/W + FERS: Adjustment) If Retirement Plan Code = 'M'
42. Total FERS Earnings: B/W = Basic Pay + AUO + Availability + Local + Basic Adj + AUO Adj + Availability Adj + Local Adj (If Retirement Plan Code = 'M') + PCA + PCA Adj
43. Count Of Deductions In Category (If Retirement Plan Code = 'M')
44. Count Of No Deductions In Category (If Retirement Plan Code = 'M')
45. Total FERS: Govt Contr B/W (If Retirement Plan Code = 'M')
46. If Retirement Plan Code = 'K', 'N', 'M', 'L', or '2' and Annuitant Indicator = 'A', 'C', or 'E'
    Total (Salary Offset + FERS: Salary Offset Adj)
    Else
    FERS: Salary Offset Adj
47. Count Of No Deductions In Category (If Retirement Plan Code = 'K', 'N', 'M', 'L', or '2' and Annuitant
    Indicator = 'A', 'C', or 'E')
48. Total FERS: Mil Dep B/W + Total FERS: Mil Dep Cash PMT
49. Count Of Deductions In Category
50. Total CSRS (3 + 7 + 8 + 12 + 13 + 17 + 18 + 22 + 23 + 25 + 27) + FERS (29 + 33 + 34 + 38 + 41 + 45 + 46 + 48)
51. 5 + 10 + 15 + 20 + 26 + 28 + 31 + 36 + 39 + 43 + 49
52. 6 + 11 + 21 + 24 + 32 + 37 + 40 + 44 + 47
53. Total 18 (on Page 1) + 23(on Page 1) + 50
54. Count Of Employees On Payroll If Duty Status Not = 'Z'

REPORT 301	**BOND STATUS REGISTER**	PAYROLL
PURPOSE:	To show status of bond activity.	
CONTENT:	All active bond enrollments.	
SEQUENCE:	Selective by center, name or ssn or pay block: processing, name or pay block: processing, ssn.	

```
                                              SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  301                              NASA PERSONNEL AND PAYROLL SYSTEM                                 PAGE:
SEQUENCE BY:                                         INSTALLATION NAME                                         DATE:
                                                 PPPPPPPPPPPPPPPPPPPPPPPP                                      TIME:
                                                   BOND STATUS REGISTER
                                                     AS OF MM/DD/YY

                                                   --------------------------------BOND------------------------------------
PB SSN      FACILITY  NAME                         CODE    DEDUCTION     PUR PRICE     BALANCE      DENOM  SERIES    REFUND

01 543216789 M  TIGER, DONNA J.                     01         50.00         50.00        5.00         50    EE      100.00


AA BBBBBBBBB Q  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC DD      E,EEE.EE      F,FFF.FF    G,GGG.GG     HH,HHH    RR    I,III.II



PAYBLOCK   AA   TOTALS   SERIES EE                      J,JJJ,JJJ.JJ              K,KKK,KKK.KK                 L,LLL,LLL.LL

PAYBLOCK   AA   TOTALS   SERIES I                       S,SSS,SSS.SS              T,TTT,TTT.TT                 U,UUU,UUU.UU


         CENTER TOTALS   SERIES EE                      M,MMM,MMM.MM              N,NNN,NNN.NN                 O,OOO,OOO.OO

         CENTER TOTALS   SERIES I                       V,VVV,VVV.VV              W,WWW,WWW.WW                 X,XXX,XXX.XX



                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. Number of Bond (1 - 10)
E. Bond: B/W
F. Bond: Denomination / 2
G. Bond: Current Balance
H. Bond: Denomination
I. Bond: Refund
J. Pay Block total of E for Series EE
K. Pay Block total of G for Series EE
L. Pay Block total of I for Series EE
M. Center total of E for Series EE
N. Center total of G for Series EE
O. Center total of I for Series EE
P. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
Q. Facility Code
R. Bond Series
S. Pay Block total of E for Series I
T. Pay Block total of G for Series I
U. Pay Block total of I for Series I
V. Center total of E for Series I
W. Center total of G for Series I
X. Center total of I for Series I

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any Bond: Requested Deduction greater than 0 (up to 10)
- Facility Code equals user designated facility code if entered

REPORT 404 BOND REQUEST REGISTER

PURPOSE: To provide the Federal Reserve with a listing of all bonds to be issued.

CONTENT: Bonds purchased this pay period.

SEQUENCE: Selective by center, bond: denomination, ssn or bond: denomination, employee name.
Totals by bond: purchase price and count.
Page break by center, bond: denomination.

```
                                            SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  404                            NASA PERSONNEL AND PAYROLL SYSTEM                                        PAGE:
SEQUENCE BY:                                      INSTALLATION NAME                                                  DATE:
                                                BOND REQUEST REGISTER                                                TIME:
                                                    AS OF MM/DD/YY



          SSN           NAME                                        ------------------------ BOND ------------------------
-
                                                                     DENOM      PURCH PRICE      CODE      DATE     SERIES
        123456789   JAMESBOURGH, ROBIN L. JR.                          100            50.00      01        MAR 88      EE

        AAAAAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB               CCCCC         D,DDD.DD      EE        FFF FF      KK





         BOND DENOMINATION      CCCCC                                 TOTAL EE BOND PURCHASE:  GG,GGG.GG
                                                                      TOTAL EE COUNT:             HH,HHH

                                                                      TOTAL I  BOND PURCHASE:  II,III.II
                                                                      TOTAL I  COUNT:             JJ,JJJ






                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. SSN
B. Employee Name (Last, First, MI, Gen)
C. Bond: Denomination
D. Bond: Purchase Price
E. Number of Bond (1 - 10)
F. Bond: Interest Accrual Date
G. Total of D for Series EE Bonds
H. Total number of Series EE Bonds for this denomination
I. Total of D for Series I Bonds
J. Total number of Series I Bonds for this denomination
K. Bond Series

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Bond: Purchase Indicator equal '1' (Purchased this period; up to 10)

REPORT 302 BOND ENROLLMENT REGISTER

PURPOSE: To provide a listing of all bond enrollments.

CONTENT: All bond enrollments.

SEQUENCE: Selective by center, pay block: processing, name or pay block: processing, ssn.
Page break by center, pay block: processing.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  302                                NASA PERSONNEL AND PAYROLL SYSTEM                              PAGE:
SEQUENCE BY:                                       INSTALLATION NAME                                          DATE:
                                                  MMMMMMMMMMMMMMMMMMMMMMMMMM                                  TIME:
                                               BOND ENROLLMENT REGISTER SUMMARY
                                                       AS OF MM/DD/YY



                                                                                     ------------  BOND  -------------- PAYMT
PB  NAME-PURCHASER                          SSN    FACILITY  ADDRESS                    IND.  SERIES  PRICE    DATE    DESIG
    OWNER
    CO-OWN/BENEFICIARY
03  Michellene R. Greenshield             123456789  M     4314 REDROCK                 01     O      50.00   Jan.1988   POD
    MICHELLENE R. GREENSHIELD             123456789  MILES CITY, MT.          59101
    Robin L. Greenshield                  987654321

AA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CCCCCCCCC N  JJJJJJJJJJJJJJJJJJJJJJJJJJJJJ    DD          EEEE.EE   FFF FFFF   GGG
    HHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHH   IIIIIIIII JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
    KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK   LLLLLLLLL JJJJJJJJJJJJJJJJJJ       JJJJJ-JJJJ




















                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. Pay Block: Processing
B. Employee Name (First, MI, Last, Gen)
C. SSN
D. If Bond: Denomination not = 0: "1",...,"10" (Literal, Bond Occurrence)
E. Bond: Denomination / 2
F. Bond: Interest Accrual Date
G. Bond: Co-owner/Beneficiary Cde
H. Bond: Owner Name
I. Bond: Owner SSN
J. Bond: Mailing Address
K. Bond: Co-owner/Beneficiary Nme
L. Bond: Co-owner/Beneficiary SSN
M. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
N. Facility Code
O. Bond Series

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Bond: Status not deleted
- Bond: Requested Deduction greater than 0
- Facility Code equals user designated facility code if entered

REPORT 400 HEALTH BENEFITS REGISTER (PAGE 1 OF 2) PAYROLL

PURPOSE: To reconcile center enrollment with health benefit carrier reports. On request, the report is sent to individual health benefit carriers.

CONTENT: All enrolled employees.

SEQUENCE: Selective by health benefit code sequenced by health benefits code, employee name or ssn totals by health benefit code, pay block: processing and center page break by health benefits code.

```
                                         SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:   400                        NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
SEQUENCE BY: HEALTH CODE                       INSTALLATION NAME                                             DATE:
             SSN                            HEALTH BENEFITS REGISTER                                         TIME:
                                                AS OF II/II/II


          PAYROLL OFFICE NUMBER:  JJJJJJJ
          PAY PERIOD ENDING:  II/II/II
          PAYROLL PAID DATE:  KK/KK/KK

          PAYROLL OFFICE NAME AND ADDRESS
          LLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLL
          MMMMMMMMMMMMMMMMMMMMMMMMMMMMMM
          MMMMMMMMMMMMMMM, MMM MMMMMMMMM
          CONTACT PERSON:    NNNNNNNNNNNNNNNNNNNNNNNNNNNNNN


                                                                         PT        EMP     AGENCY      TOTAL
    CODE     SSN      NAME                                   LWOP(Y)     HRS       DED     CONTR        DED
    ----     ---      ----                                   -------     ---       ---     ------     ------
     AAA  BBBBBBBBB   CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC       H    FFFF.FF    DDDD.DD   EEEE.EE    GGGG.GG

     HEALTH CODE  AAA   TOTALS ===>                                         OOOOOO.OO  PPPPPP.PP  QQQQQQ.QQ

           BENEFITS PAID RRRRRR
       BENEFITS NOT PAID SSSSSS
         TOTAL EMPLOYEES TTTTTT

    GRAND TOTAL FOR CARRIER UU TOTALS ===>                                 YYYYYYY.YY  ZZZZZZZ.ZZ  aaaaaaa.aa

           BENEFITS PAID VVVVVV
       BENEFITS NOT PAID WWWWWW
         TOTAL EMPLOYEES XXXXXX

                    FINAL TOTALS ===>                                      bbbbbbb.bb  ccccccc.cc  ddddddd.dd

           BENEFITS PAID eeeeee
       BENEFITS NOT PAID ffffff
         TOTAL EMPLOYEES gggggg


                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 400 HEALTH BENEFITS REGISTER (Page 1 of 2)
DATA ELEMENTS

A. FEHB: Plan Code or FEHB: Prior Plan Code or FEHB: Cash Collection Plan Code
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. FEHB: Prior Adj + FEHB: B/W + FEHB: Cur Adj + FEHB: Cash Collection
E. FEHB: Govt Contr Prior Adj + FEHB: Govt Contr B/W + FEHB: Govt Contr Adj B/W + FEHB: Govt Contr Cash Collection Adj.
F. Part Time Hours
G. D + E
H. "Y" if T&A: Status = 'G' enrolled in A above, and D = 0.00
I. Pay Cntl: Current PP ending date
J. Installation: Payroll Office Num
K. Pay Cntl: Current PP ending date + 10 days
L. Installation: name
M. Installation: Address
N. Installation: TSP Contact Name

O. Total of D, for A above, if FEHB: CONTRIBUTION FLAG ne Y
P. Total of E, for A above, if FEHB: CONTRIBUTION FLAG ne Y
Q. Total of G, for A above, if FEHB: CONTRIBUTION FLAG ne Y
R. For a HEALTH CODE the total employees where D > 0
S. For a HEALTH CODE the total employees where D = 0
T. Total of R + S
U. First two characters of A above (i.e. CARRIER)
V. For a CARRIER the total employees where D > 0
W. For a CARRIER the total employees where D = 0
X. Total of V + W
Y. Total of D for a CARRIER
Z. Total of E for a CARRIER
a. Total of G for a CARRIER
b. Report total of all D
c. Report total of all E
d. Report total of all G
e. Report total of all employees where D > 0
f. Report total of all employees where D = 0
g. Total of e + f

The indented report lines with "PAYROLL OFFICE NUMBER:" as the first line, appear only once for each value of A above.

SELECTION CRITERIA
Includes all employees with the following criteria:

- Installation Code equals user designated center code
- All employees enrolled in any plan (i.e. Program rejects if (FEHB: Plan Code = '   ' or 'ZZX' or 'ZZY' or 'ZZZ' or 'ZZ ')
  and
  (FEHB: Prior Plan Code = ' ' or 'ZZX' or 'ZZY' or 'ZZZ' or 'ZZ ')
  and
  (FEHB: Cash Collection Health Code = '   ' or 'ZZX' or 'ZZY' or 'ZZZ' or 'ZZ '))
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3 (active for pay)

REPORT 400 **HEALTH BENEFITS REGISTER** **(PAGE 2 OF 2)** PAYROLL

PURPOSE:	To reconcile center enrollment with health benefit carrier reports. On request, the report is sent to individual health benefit carriers.
CONTENT:	All enrolled employees.
SEQUENCE:	Selective by health benefit code sequenced by health benefit code, employee name or ssn totals by health benefit code, pay block: processing and center page break by health benefit code.

```
                                               SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:   400                              NASA PERSONNEL AND PAYROLL SYSTEM                            PAGE:
 SEQUENCE BY: HEALTH CODE                              INSTALLATION NAME                                    DATE:
             SSN                                  HEALTH BENEFITS REGISTER                                  TIME:
                                                   PAYERS OF FULL PREMIUM
                                                      AS OF II/II/II

         PAYROLL OFFICE NUMBER:  JJJJJJJ
         PAY PERIOD ENDING:  II/II/II
         PAYROLL PAID DATE:  KK/KK/KK

         PAYROLL OFFICE NAME AND ADDRESS
         LLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLL
         MMMMMMMMMMMMMMMMMMMMMMMMMMMMMM
         MMMMMMMMMMMMMMMM, MMM MMMMMMMMM
         CONTACT PERSON:    NNNNNNNNNNNNNNNNNNNNNNNNNNNNNN

                                                                        PT        EMP     AGENCY      TOTAL
   CODE     SSN      NAME                                   LWOP(Y)     HRS       DED     CONTR      DED
   ----     ---      ----                                   -------     ---       ---     ------     ------
    AAA  BBBBBBBBB   CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC       H    FFFF.FF    DDDD.DD   EEEE.EE    GGGG.GG

    HEALTH CODE  AAA   FULL PREMIUM TOTALS ===>                             hhhhhh.hh  iiiiii.ii  jjjjjj.jj
                 TOTAL FROM PRIOR PAGE(S)  ===>                             kkkkkk.kk  llllll.ll  mmmmmm.mm

                 TOTAL FOR CODE   ============>                             OOOOOO.OO  PPPPPP.PP  QQQQQQ.QQ

          BENEFITS PAID RRRRRR
      BENEFITS NOT PAID SSSSSS
        TOTAL EMPLOYEES TTTTTT

   GRAND TOTAL FOR CARRIER UU TOTALS ===>                                 YYYYYYY.YY  ZZZZZZZ.ZZ  aaaaaaa.aa

          BENEFITS PAID VVVVVV
      BENEFITS NOT PAID WWWWWW
        TOTAL EMPLOYEES XXXXXX

                   FINAL TOTALS ===>                                      bbbbbbb.bb  ccccccc.cc  ddddddd.dd

          BENEFITS PAID eeeeee
      BENEFITS NOT PAID ffffff
        TOTAL EMPLOYEES gggggg

                                                 SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 400 HEALTH BENEFITS REGISTER (Page 2 of 2)

DATA ELEMENTS

A. FEHB: Plan Code or FEHB: Prior Plan Code or FEHB: Cash Collection Plan Code
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. FEHB: Prior Adj + FEHB: B/W + FEHB: Cur Adj + FEHB: Cash Collection
E. FEHB: Govt Contr Prior Adj + FEHB: Govt Contr B/W + FEHB: Govt Contr Adj B/W + FEHB: Govt Contr Cash Collection Adj.
F. Part Time Hours
G. D + E
H. "Y" if T&A: Status = 'G' enrolled in A above, and D = 0.00
I. Pay Cntl: Current PP ending date
J. Installation: Payroll Office Num
K. Pay Cntl: Current PP ending date + 10 days
L. Installation: name

REPORT 400 HEALTH BENEFITS REGISTER (Page 2 of 2)

DATA ELEMENTS

M. Installation: Address
N. Installation: TSP Contact Name
O. Total of D, for A above, if FEHB: CONTRIBUTION FLAG ne Y
P. Total of E, for A above, if FEHB: CONTRIBUTION FLAG ne Y
Q. Total of G, for A above, if FEHB: CONTRIBUTION FLAG ne Y
R. For a HEALTH CODE the total employees where D > 0
S. For a HEALTH CODE the total employees where D = 0
T. Total of R + S
U. First two characters of A above (i.e. CARRIER)
V. For a CARRIER the total employees where D > 0
W. For a CARRIER the total employees where D = 0
X. Total of V + W
Y. Total of D for a CARRIER
Z. Total of E for a CARRIER
a. Total of G for a CARRIER
b. Report total of all D
c. Report total of all E
d. Report total of all G
e. Report total of all employees where D > 0
f. Report total of all employees where D = 0
g. Total of e + f
h. Total of D for A above for employees whose FEHB: contribution Flag = "Y"
i. Total of E for A above for employees whose FEHB: contribution Flag = "Y" (expected to be zero)
j. Total of G for A above for employees whose FEHB: contribution Flag = "Y"
k. Total of D for A above for employees whose FEHB: contribution Flag ne "Y"
l. Total of E for A above for employees whose FEHB: contribution Flag ne "Y"
m. Total of G for A above for employees whose FEHB: contribution flag ne "Y"

The indented report lines with "PAYROLL OFFICE NUMBER:" as the first line, appear only once for each value of A above.

SELECTION CRITERIA:

Includes all employees with the following criteria.

- Installation Code equals user designated center code
- All employees enrolled in any plan
  (i.e. Program rejects if
  (FEHB: Plan Code = '   ' or 'ZZX' or 'ZZY' or 'ZZZ' or 'ZZ ')
  and (FEHB: Prior Plan Code = ' ' or 'ZZX' or 'ZZY' or 'ZZZ' or 'ZZ ')
  and (FEHB: Cash Collection Health Code = '   ' or 'ZZX' or 'ZZY' or 'ZZZ' or 'ZZ '))
- Duty Status not equal 'Z' and Reactivation Indicator not equal 3 (active for pay)
- FEHB: Contribution Flag = 'Y' (payer of full premium - this page only)

REPORT 401 **UNION DUES REPORT** PAYROLL

PURPOSE: To provide information to be mailed to the applicable Union.

CONTENT: All active employees that are enrolled in payroll deduction for a union.

SEQUENCE: By Center, Union Code, Organization: Assigned, SSN
Separate report for each Center, Union.
Totals by Union. Page break by Center, Union.
Employee total by Union.

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                                        SUBJECT TO PRIVACY ACT OF 1974

 REPORT NO:    401                    NASA PERSONNEL AND PAYROLL SYSTEM                              PAGE:
  SEQUENCE BY:                                INSTALLATION NAME                                      DATE:
                                              UNION DUES REPORT                                      TIME:
                                              (NAME (VARIABLE))
                                               AS OF MM/DD/YY


               SSN          NAME                                         ORG        GRADE        STEP        UNION DUES
                                                                                                               DED AMT.

                123456789    ORGANEE, MILLIE C.                          ZZ123        07          6              6.19

                AAAAAAAAA    BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB         CCCCC        DD         EE          F,FFF.FF


                GG   HHHHHHHHHHHHHHHHHHHHHH                                                                  II,III.II


                                      TOTAL NUMBER OF UNION EMPLOYEES:        J,JJJ,JJJ










                                        SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN
B. Employee Name (Last, First, MI, Gen)
C. Organization: Assigned
D. Grade: Current
E. Step
F. Union Dues: B/W
G. Union Code
H. Union Name
I. Total of Union Dues: B/W
J. Total Number of Union Employees

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals User Designated Center Code
- Union Code not equal 0
- Duty Status not equal 'Z'
- Duty Status equal 'Z' and Termination Date greater than Pay Period Beginning Date
- Installation code equals user designated center code.

REPORT 402 **COMBINED FEDERAL CAMPAIGN REGISTER**

PURPOSE: To provide each CFC agency with total CFC deductions made in the current pay period.

CONTENT: All active employees with a deduction for a CFC Agency.

SEQUENCE: Selective by Center, CFC: Agency Code, Employee Name or CFC: Agency Code, SSN
Totals by CFC: Agency Code. Page break by Center, CFC: Agency Code.

```
                                          SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:   402                         NASA PERSONNEL AND PAYROLL SYSTEM                              PAGE:
 SEQUENCE BY:                                     INSTALLATION NAME                                     DATE:
                                              CFC AGENCY NAME(VARIABLE)                                 TIME:
                                         COMBINED FEDERAL CAMPAIGN REGISTER
                                                  AS OF MM/DD/YY



                                                                      CFC AGENCY             DEDUCTION
                       SSN         NAME                                  CODE                  AMOUNT
                       123456789   APPLESEED, ESTHER K.                   01                     3.00


                      AAAAAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB       CCCCC                 D,DDD.DD



                       TOTAL COUNT FOR AGENCY  EE,EEE              CFC AGENCY TOTAL  F,FFF,FFF,FFF.FF

                        TOTAL COUNT FOR CENTER  GG,GGG              CFC CENTER TOTAL  H,HHH,HHH,HHH.HH






                                            SUBJECT TO PRIVACY ACT OF 1974
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A. SSN
B. Employee Name (Last, First, MI, Gen)
C. CFC: Agency Code
D. CFC: B/W
E. Count of C
F. Total of D
G. Center Total of E
H. Center Total of F

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Reactivation indicator = 0 (active for pay)
- CFC: B/W not equal 0

REPORT 202	**PAYROLL REGISTER**	PAYROLL
PURPOSE:	To provide the detail on hours and gross to net pay on individual employees for use by payroll clerks and, to provide pay period and year-to-date totals.	
CONTENT:	Employees active this pay period; user may select the report for a particular employee or Pay Block. Totals can be displayed for a particular Pay Block or for the Center.	
SEQUENCE:	Selective By Center, Pay Block: Processing, Employee Name or Pay Block: Processing, SSN; Totals by Pay Block, Center, and Agency; Totals by Center include totals for CSRS NASA CUM, FERS NASA CUM and number of checks; Page break by Center, Pay Block: Processing.	

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                                                  SUBJECT TO PRIVACY ACT OF 1974
  REPORT NO:  202                                NASA PERSONNEL AND PAYROLL SYSTEM                             PAGE:
  SEQUENCE BY:                                          INSTALLATION NAME                                      DATE:
                                                       *zzzzzzzzzzzzzzz                                        TIME:
                                                       PAYROLL REGISTER
                                                        AS OF MM/DD/YY
                                                                           RET         SHIFT SHIFT   HOURLY
 PB   SSN        NAME                                        GR ST  ORGA   PLAN  FLSA  FROM   TO      RATE
 AA   BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC           DD EE  FFFFF   G      I   JJJJ  &BBBB   KK.KK
FACILITY:*a       ----------------------EARNINGS------------------------ ----------------------DEDUCTIONS/NET ADJUST----------
                  B/W HOURS   B/W EARNINGS  CURR ADJUST  YTD EARNINGS                  B/W DEDUCTION ADJUSTMENT  YTD TOTALS
BASE              LLL.LL           MMMM.MM    NNNN.NN    /QQQ,QQQ.QQ    FED W/H           oooo.oo      pppp.pp   /ee,eee.ee
OVERTIME          OOO.OO           PPPP.PP               /RRR,RRR.RR    PCS W/H                                  *ss,sss.ss
OVERTIME ADJ      QQQ.QQ                      RRRR.RR                   U.S. INDEBT       qqqq.qq                /ff,fff.ff
NIGHT DIFF.       SSS.SS           TTTT.TT       12      /SSS,SSS.SS    BANKRUPT          rrrr.rr                /gg,ggg.gg
HAZARDOUS         UUU.UU           VVVV.VV       14      /TTT,TTT.TT    CHILD SUPP        ssss.ss                /hh,hhh.hh
FIRE FIGHT                        &CCCC.CC       15                     COM GARNISH          44                       45
SUN. DIFF.        WWW.WW           XXXX.XX       17      /UUU,UUU.UU    STATE TAX         tttt.tt      uuuu.uu   /ii,iii.ii

HOL. WKED         YYY.YY           ZZZZ.ZZ       19      /VVV,VVV.VV    COUNTY TAX        vvvv.vv      wwww.ww   /jj,jjj.jj

 UNUSED CT PAID                   bb,bbb.bb               /WWW,WWW.WW    CITY TAX          xxxx.xx      yyyy.yy   /kk,kkk.kk

SUPER DIFF                           24          25                     CSRS              zzzz.zz      1111.11   /ll,lll.ll
FOREIGN DIFF.                     cccc.cc       20      /XXX,XXX.XX    CSRS MIL DEP      4444.44                /nn,nnn.nn
RET ALLOW                            26          27                     FERS              5555.55      6666.66   /oo,ooo.oo
LOCAL PAY                            35          36           37        FERS MIL DEP      7777.77                /pp,ppp.pp
AUO                                  38          39           40        CIV SVC CRD      *NNNN.NN                *OO,OOO.OO
AVAIL PAY                            46          47           48        FICA              9999.99      0000.00   /rr,rrr.rr


PCA                                  49          50           51        HIT              /AAAA.AA     /BBBB.BB   /ss,sss.ss
STAFF DIFF                           41          42           43        FEGLI            /CCCC.CC     /DDDD.DD   /tt,ttt.tt
LUMP SUM LV       ddd.dd           eeee.ee    ffff.ff    /YYY,YYY.YY    FEHB             /EEEE.EE     &EEEE.EE   /uu,uuu.uu
STAT CUT BK                        gggg.gg               /ZZZ,ZZZ.ZZ    BILL OF COLL     /FFFF.FF
GROSS EARNINGS                     hhhh.hh               /aaa,aaa.aa    TSP              /GGGG.GG     /HHHH.HH   /ww,www.ww
PCS EARNING                   *,qqq,qqq.qq               *rrr,rrr.rr    TSP LOAN         /IIII.II                /yy,yyy.yy
EIC                           j,jjj,jjj.jj    kkkk.kk    /bbb,bbb.bb    NEBA             /JJJJ.JJ                /zz,zzz.zz
COLA                          l,lll,lll.ll      21       /ccc,ccc.cc    VOL ALLOT        /KKKK.KK                /11,111.11
NET EARNINGS                  m,mmm,mmm.mm               /ddd,ddd.dd    UNION DUES       /LLLL.LL                /22,222.22
GROSS AWARD 1                        28                  *MMM,MMM.MM    BOND             /MMMM.MM                /33,333.33
GROSS AWARD 2                        29                                 BOND REFUND                   /NNNN.NN   /44,444.44
GROSS AWARD 3                        30                                 CFC              /OOOO.OO                /55,555.55
TAXABLE EARNINGS                  *AAAA.AA               *BBB,BBB.BB    MISC             /PPPP.PP                /66,666.66
FICA EARNINGS                     *CCCC.CC               *DDD,DDD.DD    ADV. PAY            32          33            34
HIT EARNINGS                      *EEEE.EE               *FFF,FFF.FF    LTC                 55                        56
                                                                        FSA HC              57                        58
                                                                        FSA DC              59                        60

---------------OTHER TAXABLE EARNINGS-------------
                                  CURR                 YTD ADJ GROSS
SLR                                52
SLR ADJ                            53                            54
                   -----------------TAX EXEMPT EARNINGS-------------         ----------CUM DEDUCTIONS----------
                              B/W EARNINGS              YTD EARNINGS    CSRS           *CCC,CCC.CC    NBR CHECKS  *K
                              ------------              ------------    FERS           *III,III.II
FEHB                         *P,PPP,PPP.PP             *Q,QQQ,QQQ.QQ    ADV. PAY             31
TFBP                        *RR,RRR,RRR.RR            *SS,SSS,SSS.SS
FSA HC                      *bb,bbb,bbb.bb            *dd,ddd,ddd.dd
FSA DC                      *cc,ccc,ccc.cc            *ee,eee,eee.ee
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                                                  SUBJECT TO PRIVACY ACT OF 1974
==============================================================================================================================
                  ----------------------EARNINGS------------------------ ----------------------DEDUCTIONS/NET ADJUST----------
                  B/W HOURS   B/W EARNINGS  CURR ADJUST  YTD EARNINGS                  B/W DEDUCTION ADJUSTMENT  YTD TOTALS
BASE              LLL,LLL.LL  M,MMM,MMM.MM  N,NNN.NNN.NN /QQ,QQQ,QQQ.QQ  FED W/H       o,ooo,ooo.oo  ppp,ppp.pp /ee,eee,eee.ee
OVERTIME          OOO,OOO.OO  P,PPP,PPP.PP               /RR,RRR,RRR.RR  PCS W/H                                *ss,sss,sss.ss
OVERTIME ADJ      QQQ,QQQ.QQ                R,RRR,RRR.RR                 U.S. INDEBT   q,qqq,qqq.qq             /ff,fff,fff.ff
NIGHT DIFF.       SSS,SSS.SS  T,TTT,TTT.TT       12      /SS,SSS,SSS.SS  BANKRUPT      r,rrr,rrr.rr             /gg,ggg,ggg.gg
HAZARDOUS         UUU,UUU.UU  V,VVV,VVV.VV       14      /TT,TTT,TTT.TT  CHILD SUPP    s,sss,sss.ss             /hh,hhh,hhh.hh

FIRE FIGHT                    &,CCC,CCC.CC       15                      COM GARNISH         44                          45
SUN. DIFF.        WWW,WWW.WW  X,XXX,XXX.XX       17      /UU,UUU,UUU.UU  STATE TAX     t,ttt,ttt.tt  uuu,uuu.uu /ii,iii,iii.ii
HOL. WKED         YYY,YYY.YY  Z,ZZZ,ZZZ.ZZ       19      /VV,VVV,VVV.VV  COUNTY TAX    v,vvv,vvv.vv  www,www.ww /jj,jjj,jjj.jj
UNUSED CT PAID               bb,bbb,bbb.bb               /WW,WWW,WWW.WW  CITY TAX      x,xxx,xxx.xx  yyy,yyy.yy /kk,kkk,kkk.kk
SUPER DIFF                           24          25                      CSRS          z,zzz,zzz.zz  111,111.11 /ll,lll,lll.ll
FOREIGN DIFF.                 c,ccc,ccc.cc       20      /XX,XXX,XXX.XX  CSRS MIL DEP  4,444,444.44             /nn,nnn,nnn.nn
RET ALLOW                            26          27                      FERS          5,555,555.55  666,666.66 /oo,ooo,ooo.oo
LOCAL PAY                            35          36           37         FERS MIL DEP  7,777,777.77             /pp,ppp,ppp.pp
AUO                                  38          39           40         CIV SVC CRD   *,NNN,NNN.NN               *,OOO,OOO.OO
AVAIL PAY                            46          47           48         FICA          9,999,999.99  000,000.00 /rr,rrr,rrr.rr
PCA                                  49          50           51         HIT           /,AAA,AAA.AA  /BB,BBB.BB /ss,sss,sss.ss
STAFF DIFF                           41          42           43         FEGLI         /,CCC,CCC.CC  /DD,DDD.DD /tt,ttt,ttt.tt
LUMP SUM LV       ddd,ddd.dd  e,eee,eee.ee  f,fff,fff.ff /YY,YYY,YYY.YY  FEHB          /,EEE,EEE.EE  &EE,EEE.EE /uu,uuu,uuu.uu
STAT CUT BK                   g,ggg,ggg.gg               /ZZ,ZZZ,ZZZ.ZZ  BILL OF COLL  /,FFF,FFF.FF
GROSS EARNINGS                h,hhh,hhh.hh  i,iii,iii.ii /aa,aaa,aaa.aa  TSP           /,GGG,GGG.GG  /HH,HHH.HH /ww,www,www.ww
PCS EARNINGS                  *,qqq,qqq.qq               *rr,rrr,rrr.rr  TSP LOAN      /,III,III.II             /yy,yyy,yyy.yy
EIC                           j,jjj,jjj.jj  k,kkk,kkk.kk /bb,bbb,bbb.bb  NEBA          /,JJJ,JJJ.JJ             /zz,zzz,zzz.zz
COLA                          l,lll,lll.ll       21      /cc,ccc,ccc.cc  VOL ALLOT     /,KKK,KKK.KK             /11,111,111.,,
NET EARNINGS                  m,mmm,mmm.mm               /dd,ddd,ddd.dd  UNION DUES    /,LLL,LLL.LL             /22,222,222.22
GROSS AWARD AMT                *LLL,LLL.LL               *MM,MMM,MMM.MM  BOND          /,MMM,MMM.MM             /33,333,333.33
TAXABLE EARNINGS              *,AAA,AAA.AA               *BB,BBB,BBB.BB  BOND REFUND                 /NN,NNN.NN /44,444,444.44
FICA EARNINGS                 *,CCC,CCC.CC               *DD,DDD,DDD.DD  CFC           /,OOO,OOO.OO             /55,555,555.55
HIT EARNINGS                  *,EEE,EEE.EE               *FF,FFF,FFF.FF  MISC          /,PPP,PPP.PP             /66,666,666.66
                                                                         ADV. PAY             32          33             34
                  ------- OTHER TAXABLE EARNINGS -------                 LTC                  55                         56
                          CURR             YTD ADJ GROSS                 FSA HC               57                         58
                  SLR            52                                      FSA DC               59                         60
                  SLR ADJ        53              54   ---------------TAX EXEMPT DEDUCTIONS---------------
                                                                                         ----------CUM DEDUCTIONS----------
                             B/W DEDUCTIONS             YTD DEDUCTIONS   CSRS                 *GG,GGG,GGG.GG    NBR CHECKS *,KKK
                             --------------             --------------   FERS                 *II,III,III.II
FEHB                           /,EEE,EEE.EE             /uu,uuu,uuu.uu   ADV. PAY                      31
TFBP                         *RR,RRR,RRR.RR             *SS,SSS,SSS.SS
FSA HC                       *bb,bbb,bbb.bb             *dd,ddd,ddd.dd
FSA DC                       *cc,ccc,ccc.cc             *ee,eee,eee.ee
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REPORT 202 PAYROLL REGISTER
DATA ELEMENTS

A. Payblock: Processing
B. SSN
C. Name: Last + Name: First + Name: Middle + Name: Genealogical Suffix
D. Grade: Current
E. Pay-Step
F. Organization: Assigned
G. Retirement Plan
I. FLSA Paid Indicator
J. Tour Of Duty: Shift From
K. Salary: Hourly
L. Regular Hours: B/W + Annual Leave: Used B/W +
Sick Leave: Used B/W + Comp Time: Taken B/W +
Holiday Leave: Used B/W + Restored Leave: Used B/W +
Military Leave: Used B/W Hours + Comp Time: Relig Used B/W +
Administrative Leave: Used B/W + Excused Leave: Used B/W +
COP Leave: Hours Used B/W + Graduate Leave: Used B/W +
Jury Leave: Used B/W + Court Leave: Used B/W +
Credit Hours: Used B/W + Home Leave: Hours Used B/W +
EMPL Hours Time Off Total Paid
M. Base Earnings: B/W
N. Base Earnings: Adjustment
O. Overtime: Hours B/W
P. Overtime: Earnings B/W
Q. Overtime: Hours Adjustment
R. Overtime: Earnings Adjustment
S. Night Differential: Hours B/W
T. Night Differential: Erngs B/W
U. Hazardous Hours: B/W
V. Hazardous Earnings: B/W
W. Sunday Diff: Hours B/W
X. Sunday Diff: Earnings B/W
Y. Holiday Hours: B/W
Z. Holiday Earnings: B/W
b. Comp Time: Cur CT Paid Amount
c. Foreign Diff: B/W
d. Lump Sum: Leave Hours (1+2)
e. Lump Sum: Leave Payment
f. Lump Sum: Leave Adj
g. Statutory Cutback B/W
h. Gross Earnings: B/W
24. Supervisory Diff: B/W
26. Retention Allow: B/W
28. Award: Earnings (1)
29. Award: Earnings (2)
30. Award: Earnings (3)

j. EIC
k. EIC: Adjustment
l. COLA: B/W
m. Net Earnings: B/W
o. Federal Tax: B/W
p. Federal Tax: Adjustment
q. Indebtedness Due U.S.: B/W
r. Bankruptcy: B/W
s. Child Support: B/W
t. State Tax: B/W
u. State Tax: Adjustment + Former State Adjustment
v. Local Tax Entity: Cur Ded(1)
w. Local Tax Entity: Deduction Adj (1)
x. Local Tax Entity: Cur Ded(2)
y. Local Tax Entity: Deduction Adj + EMPL Frmr City Adj Amt
z. CSRS: B/W
1. Retirement: Employee Adj (If Retirement Plan = '1','6','R','T','C','E')
   + CSRS: Adjustment (If Retirement Plan: Frmr Adj = '1','6','R','T','C','E')
4. CSRS: Mil Dep B/W
5. FERS: B/W
6. FERS: Adjustment (If Retirement Plan = 'K','M','N','L')
   + Retirement: Employee Adj (If Retirement Plan: Frmr Adj = 'K','M','N','L')
7. FERS: Mil Dep B/W
9. FICA: B/W
0. FICA: Adjustment
/A. HIT: B/W
/B. HIT: Adjustment
/C. FEGLI: B/W
/D. FEGLI: Adjustment
/E. FEHB: B/W
/F. Bill Of Collection: Deduction
/G. TSP: Cy Ded B/W + TSP CATCHUP: MER-TSP-CU-EMP-DED-AMT
/H. TSP: Cy Ded Adj + TSP CATCHUP: MER-TSP-CU-EAJ-DED-AMT
/I. TSP: Loan Current Deductions (1) + TSP: Loan Current Deductions (2)
/J NEBA: Total B/W
/K. Voluntary Allot: B/W
/L. Union Dues: B/W
/M. Bond: B/W
/N. Bond: Refund
/O. CFC: B/W
/P. Miscellaneous B/W Amt
&B. Tour Of Duty: Shift To
&C. Fire Fighter: Prem Earn B/W
&E. FEHB: Prior Adj + FEHB: Current Adj

12. Nite: Current Adj Erngs
14. Hazardous: Current Adj Erngs
15. Fire Fighter: Premium Adj B/W
17. Sunday: Current Adj Erngs
19. Holiday/Wked: Current Adj Erngs
20. For Diff: Current Adj Erngs
21. COLA: Current Adj Erngs
25. Supervisory Diff: Adj B/W
27. Retention Allow: Adj B/W
/Q. Base Earnings: YTD
/R. Overtime: Earnings YTD
/S. Night Differential: Erngs YTD
/T. Hazardous Earnings: YTD
/U. Sunday Diff: Earnings YTD
/V. Holiday Earnings: YTD
/W Comp Time: YTD Payment Amount
/X. Foreign Diff: YTD
/Y. Lump Sum: Leave Payment YTD
/Z. Statutory Cutback YTD
/a. Gross Earnings: YTD
/b. EIC: YTD
/c. Cola: YTD
/d. Net Earnings: YTD
/e. Federal Tax: YTD
/f. Indebtedness Due U.S.: YTD
/g. Bankruptcy: YTD
/h. Child Support: YTD
/i. State Tax: YTD + PCS: State Tax Withheld YTD +
State Tax: Former W/H YTD(1-3) + PCS: Frmr W/H Subj St Tax YTD
/j. Local Tax Entity: Ytd Wh (1) + County Tax: Former W/H Ytd (1:3)
/k. Local Tax Entity: Ytd Wh(02) + City Tax: Former W/H Ytd(1:3)
/l. CSRS: Deduction YTD
/n. CSRS: Mil Dep YTD
/o. FERS: YTD
/p. FERS: Mil Dep YTD
/r. FICA: YTD
/s. HIT: YTD
/t. FEGLI: Basic YTD + FEGLI: OPT A YTD + FEGLI: OPT B YTD + FEGLI: OPT C YTD
/u. FEHB: Deduction YTD
/w. TSP: Cy YTD + TSP CATCHUP: YTD-DED-AMT
/y. TSP: YTD Loan Deduction(01) + TSP: YTD Loan Deduction(02)
/z. NEBA: Total YTD
/1. Voluntary Allot: YTD
/2. Union Dues: YTD

/3. Bond: YTD
/4. Bond: YTD CNTL Old
/5. CFC: YTD
/6. Miscellaneous YTD
*A. Taxable Earnings: B/W
*B. Taxable Earnings: YTD
*C. FICA: Earnings B/W
*D. FICA: Earnings YTD
*E. HIT: Earnings B/W
*F. HIT: Earnings YTD
*G. CSRS: NASA Cum
*I. FERS: NASA Cum
*K. Count Of Checks Issued
*M. Award: Amount YTD
*N. Civil Serv Credit: B/W
*O. Civil Serv Credit: YTD
*P. Empl FEHB Tax Ex Fed Curr Amt
*Q Empl FEHB Tax Ex Fed YTD Amt
*R TFBP BW FED AMT
*S TFBP FED YTD AMT
*a Facility Code
*q. PCS: Earnings Subj Fed Tax
*r. PCS: Erngs Subj Fed Tax YTD
*s. PCS: Federal Tax Withheld YTD
*x. Civil Serv Credit: B/W
*y. Civil Serv Credit: Adjustment
*z If a Facility Code is designated by the user, the Facility Name will be derived from the Facility Table
31. Empl Adv Pay Cum Ded Amt
32. Empl Adv Pay Ded BW Amt
33. Empl Adv Pay Adj BW Amt
34. Empl Adv Pay YTD Ded Amt
35. Empl Lclty Pay BW Amt
36. Empl Lclty Pay BW Adj Amt
37. Empl Local Pay YTD Amt
38. Empl Admn Uctrd OT BW Amt
39. Empl Admn Uctrd OT BW Adj Amt
40. Empl Admn Uctrd OT YTD Amt
41. Empl Stff Diff BW Amt
42. Empl Stff Diff BW Adj Amt
43. Empl Stff Diff YTD Amt
44. Empl Grnsh Crnt Ded Amt
45. Empl Grnsh YTD Ded Amt
46. Availability Pay: B/W

47. Availability Pay: Adj
48. Availability Pay: YTD
49. PCA Biweek Earn Amt
50. PCA Biweek Earn Adj
51. Empl PCA YTD Amt
52. SLR Biwk Paid Amt
53. SLR YTD Adj Amt
54. SLR YTD Amt
55. LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction
56. LTC YTD Empl Deduction + LTC YTD Spouse Deduction + LTC YTD Dependent Deduction

*b. FSA HC: BW DED
*c. FSA DC: BW DED
*d. FSA HC: FED YTD DED
*e. FSA DC: FED YTD DED

57. FSA HC: BW DED
58. FSA HC: FED YTD DED
59. FSA DC: BW DED
60. FSA DC: FED YTD DED

Pay Block & Center Totals Section (Additional Elements)

*L. Award: Earnings (1) + Award: Earnings (2) + Award: Earnings (3)

Note: All Adjustment Elements Require +/- Sign

SELECTION CRITERIA

1) Includes All Employees With The Following Criteria:
    - Installation Code Equal User Designated Center Code
    - Duty Status = 'Z'
    - Reactivation Indicator = 3
    - Gross Earnings: B/W = 0
    - Facility Code Equals User Designated Facility Code if entered
2) An Individual SSN
3) An Individual payblock
4) An Individual payblock, totals only
5) Center totals, only

Note: Program Adds Inactive Non Paid Employee To Center Totals But Does Not Write Out Detail For The Record.

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 1 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, Non-EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406

 SF 1166-EDP            VOUCHER AND SCHEDULE OF PAYMENTS SF 1166

                                                       SCHEDULE NO. A-AA-AAA
NASA
CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC
DDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                   AGENCY STATION NO. EE-EE-EEEE
------------------------------------------------------------------------------
APPROPRIATION SUMMARY                            PAID BY:
   eeeeeee                       Y,YYY,YYY.YY

GRAND TOTAL               .       F,FFF,FFF.FF

------------------------------------------------------------------------------
SUPPORTING MAGNETIC TAPE INFORMATION                                  AMOUNT

MAGNETIC REEL NO.  __________

                             ITEM COUNT
DD/EFT                          GGGG                              F,FFF,FFF.FF
------------------------------------------------------------------------------
FOR AGENCY USE

ELECTRONIC FUNDS TRANSFER
PP   bb    to be dated cc/cc/cc
                             ITEM COUNT
SALARY PAYMENTS                 HHHH                              I,III,III.II
SAVINGS ALLOTMENTS              JJJJ                              K,KKK,KKK.KK
TSP LOANS                       LLLL                              M,MMM,MMM.MM
FSA HC AND DC                   NNNNN                         0,000,000,000.00

------------------------------------------------------------------------------
Pursuant to the authority vested in me,                           F,FFF,FFF.FF
I certify that the items listed herein                             GRAND TOTAL
are correct and proper for payment from
the appropriations designated hereon or
on supporting vouchers.

                    Date                       Authorized Certifying Officer
```

A. PAYROLL-YEAR-PAY Period Number, Supplement (i.e., P-88-13B)
C. Installation: Name
D. Installation: Address
E. Payroll Office Number
Y. Y on Page 5
F. I + K + M + O
G. H + J + L + N
H. Count of I
I. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via DD/EFT (Net Pay: Disposition Code = 2)
J. Count of Voluntary Allotments if (Voluntary Allot: Req'st Amt > 0) and (Voluntary Allot: B/W > 0) and (Allotment Deduction Code not = 'D')
K. Total of (Voluntary Allot: B/W)
L. Count of TSP Loan Repayments (if TSP: Loan Current Deductions > 0)
M. Total of (TSP: Loan Current Deductions + TSP: Loan 1 Adjustment + TSP: Loan 2 Adjustment)
b. Pay Period Number
c. Pay Period Ending Date + 10 days
e. Installation: Appropriation Code
N. Count of FSA HC: BW DED + Count of FSA DC BW DED
O. Total of FSA HC: BW DED + Total of FSA DC: BW DED

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Center Code equals user designated Center Code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0

- Award: Amount not equal 0 and	- All Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 2 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406
 SF 1166-EDP           VOUCHER AND SCHEDULE OF PAYMENTS SF 1166
 SCHEDULE NO. A-AA-AAA
 NASA
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC
 DDDDDDDDDDDDDDDDDDDDDDDDDDDDDD

 AGENCY STATION NO. EE-EE-EEEE-----------------------------------------------------------------------
 APPROPRIATION SUMMARY                            PAID BY:
    eeeeeee                       Y,YYY,YYY.YY

 GRAND TOTAL                      F,FFF,FFF.FF

 ------------------------------------------------------------------------------
 SUPPORTING MAGNETIC TAPE INFORMATION                                  AMOUNT

 MAGNETIC REEL NO.  __________

                             ITEM COUNT
 REGULAR SALARY AND MISC DED    GGGG                              F,FFF,FFF.FF
 ------------------------------------------------------------------------------
 FOR AGENCY USE

 SALARY CHECKS, AWARDS AND PAYROLL DEDUCTIONS             PP   bb    to be dated cc/cc/cc

                             ITEM COUNT
 NAME ONLY - OFFICE             HHHH                              I,III,III.II
 NAME ONLY - AWARDS             JJJJ                              K,KKK,KKK.KK
 SALARY CHECKS MAILED           LLLL                              M,MMM,MMM.MM
 MISCELLANEOUS PAYMENTS         NNNN                              O,OOO,OOO.OO

 ------------------------------------------------------------------------------

 Pursuant to the authority vested in me,                          F,FFF,FFF.FF
 I certify that the items listed herein                            GRAND TOTAL
 are correct and proper for payment from
 the appropriations designated hereon or
 on supporting vouchers.

                   Date                       Authorized Certifying Officer
```

A. Payroll + Year + Pay Period Number, Supplement (i.e. P-88-13B)
C. C on page 1
D. D on page 1
E. E on page 1
Y. Y on Page 5
F. I + K + M + O
G. H + J + L + N
H. Count of I
I. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via Office Address (Net Pay: Disposition Code = 0 and Office Check = 'Y')
J. Count of Award Checks with Award: Amount not = 0 and Award: Designated Agent Check not = Blank + Count of Non-Personnel Action Cash Award Checks with an Award Payment Date equal to the current pay date
K. Total of Award: Net Earnings (if Award: Local Check = 'Y') + Award Net Amount for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date
L. Count of M
M. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via Mailing Address (Net Pay: Disposition Code = 0 and Office Check = blank)
N. Count of Misc Payments (NEBA Ins., CFC, Union Dues, Child Support (1-3), Indebtedness Due U.S. (1-5), Bankruptcy, Garnishments (1-9))
O. Total of (NEBA: Total B/W + CFC: B/W + CFC: Adjustment + Union Dues: B/W + Union Dues: Adjustment + Child Support: B/W (1-3) + Indebtedness Due U.S.: B/W (1-5) + Bankruptcy: B/W + Empl Grnsh Crnt Ded Amt (1-9))
b. b on page 1
c. c on page 1
e. Installation: Appropriation Code

REPORT 406 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

(PAGE 3 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406

 SF 1166 INFORMATION FOR VOUCHER AND SCHEDULE OF PAYMENTS

 APPROPRIATION SUMMARY:
                eeeeeee             YYYYYYYYY
                80X6276             GGGGGGGGG

            GRAND TOTAL             IIIIIIIII    NO CHECK TOTAL OOOOOOOOO

 80X6050   - hhhhhhhhh   SERIES EE SAVINGS BOND: B/W

 80X6050   - jjjjjjjjj   SERIES I SAVINGS BOND: B/W
             kkkkkkkkk   TOTAL BONDS B/W

 80X6275   - ZZZZZZZZZ   STATE TAX: B/W, STATE TAX: CUR/FRMR ADJUSTMENT,
                         COUNTY TAX: B/W, COUNT TAX: ADJUSTMENT,
                         CITY TAX: B/W, CITY TAX: ADJUSTMENT

 80X6276   - GGGGGGGGG   FEHB RETIREMENT SET-OFF
                         CSRS: MIL DEP CASH PMT.
                         FERS: MIL DEP CASH PMT.
                         FEHB: CASH COLLECTION
 80F3875   - ddddddddd   TSP: CY DED B/W, TSP CATCHUP: B/W DED AMT,
                         TSP: CY DED ADJ, TSP CATCHUP: EMP DED ADJ TOT,
                         TSP: GOVT BASIC CONTR B/W,
                         TSP: GOVT BASIC ADJ TOTAL,
                         TSP: GOVT MATCH CONTR TOT B/W,
                         TSP: MATCHING ADJ TOT,
                         TSP: PY DED B/W,
                         TSP: PY DED ADJ.
 eeeeeee   - iiiiiiiii   CSRS:  B/W,
                         CSRS:  CUR/FRMR ADJUSTMENT,
                         CSRS:  GOVT CONTR B/W,
                         CSRS:  GOVT CONTR CUR/FRMR ADJ,
                         CSRS:  MIL DEP B/W,
                         CSRS:  MIL DEP CASH PMT.,
                         CSRS:  RE-EMPL ANNUITANTS: SALARY OFFSET,
                         FERS:  B/W,
                         FERS:  CUR/FRMR ADJUSTMENT,
                         FERS:  GOVT CONTR B/W,
                         FERS:  GOVT CONTR CUR/FRMR ADJ,
                         FERS:  MIL DEP B/W,
                         FERS:  MIL DEP CASH PMT,
                         FERS:  RE-EMPL ANNUITANTS: SALARY OFFSET,
                         CSC:   B/W,
                         FEGLI: B/W,
                         FEGLI: ADJUSTMENT,
                         FEGLI: GOVT CONTR B/W,
                         FEHB:  B/W,
                         FEHB:  CUR/FRMR ADJ,
                         FEHB:  GOVT CONTR B/W,
                         FEHB:  GOVT CONTR CUR/FRMR ADJ,
                         FEHB:  CASH COLLECTION,
                         FEHB:  SPOUSAL CASH PAYMENT
```

Y. Y on Page 5
G. Total Of (CSRS: Mil Dep Cash Pmt +
FERS: Mil Dep Cash Pmt +
FEHB: Spousal Payment Amt +
FEHB: Cash Collection)
I. Y + G
O. h + Z + G + d + i
h. Total of Series EE (Bond: B/W - Bond: Refund)
d. A on Page 6
e. Installation: Appropriation Code
i. G on Page 6
j. Total of Series I (Bond: B/W – Bond: Refund)
k. Total of Series EE Savings Bonds and Series I Savings Bonds [Bond: B/W]
Z. Total of
[State Tax: B/W + State Tax: Adjustment + Former State Adjustment + State Tax: Award B/W (if Award: Designated Agent Check not = Blank) + Award State Tax Deduction Amount in that State]
+
Total of [County Tax: B/W + County Tax: Adjustment in that County] + Total of [City Tax: B/W + City Tax: Adjustment + City Tax: Award B/W (if Award: Designated Agent Check not = Blank) + Award City Tax Deduction Amount in that City for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date]

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 4 OF 13) PAYROLL

PURPOSE:	To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.
CONTENT:	Recap of payment sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.
SEQUENCE:	Totals by Agency, center, biweekly.

```
REPORT NO:  406                    SUBJECT TO PRIVACY ACT OF 1974

SF 1166   INFORMATION FOR VOUCHER AND SCHEDULE OF PAYMENTS



APPROPRIATION SUMMARY:
   EEEEEEE                       Y,YYY,YYY.YY
   80X6276                       G,GGG,GGG.GG

 GRAND TOTAL                     I,III,III.II      NO CHECK TOTAL     0,000,000.00
                         ITEM COUNT:                           AMOUNT:
EFT PAYMENTS:
 NET PAYMENTS                 aaaa                          b,bbb,bbb.bb
 SAVINGS ALLOTMENTS           cccc                          d,ddd,ddd.dd
 TSP LOAN REPAYMENTS          eeee                          f,fff,fff.ff
 FSA HC AND DC                BBBBB                      C,CCC,CCC,CCC.CC
GRAND TOTAL EFT PMTS          gggg                          h,hhh,hhh.hh

NON EFT PAYMENTS:
 NAME ONLY CHECKS - OFFICE    iiii                          j,jjj,jjj.jj
 NAME ONLY CHECKS - AWARDS    kkkk                          l,lll,lll.ll
 SALARY CHECKS MAILED         mmmm                          n,nnn,nnn.nn
 MISC PAYMENTS                oooo                          p,ppp,ppp.pp
GRAND TOTAL NON EFT PMTS      qqqq                          r,rrr,rrr.rr

CTX PAYMENTS:
  EMPLOYEE                                             x,xxx,xxx.xx
  SPOUSE                                               y,yyy,yyy.yy
  DEPENDENT                                            z,zzz,zzz.zz
GRAND TOTAL LTC PMTS         wwwww                          A,AAA,AAA.AA

TOTAL NET PAY         s,sss,sss.ss
TOTAL EMPLOYEES PAID         ttttt
TOTAL EMPLOYEES NOT PAID     uuuuu
TOTAL EMPLOYEES              vvvvv
```

Y.	Y on page 5
G.	G on page 3
I.	I on page 3
O.	O on page 3
E.	Installation: Appropriation Code
a.	H on page 1
b.	I on page 1
c.	J on page 1
d.	K on page 1
e.	L on page 1
f.	M on page 1
g.	G on page 1
h.	F on page 1
i.	H on page 2
j.	I on page 2
k.	J on page 2
l.	K on page 2
m.	L on page 2
n.	M on page 2
o.	N on page 2
p.	O on page 2
q.	G on page 2
r.	F on page 2
s.	b + n + j
t.	a + m + i
u.	Count of employees with Net Earnings: B/W = 0

v. t + u

w. G on page 13

x. I on page 13

y. K on page 13z. M on page 13

A. F on page 13

B. N on page 1(Count of FSA HC: BW DED + Count of FSA DC: BW DED)

C. O on page 1(Total of FSA HC: BW DED + Total of FSA DC: BW DED)

REPORT 406 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 5 OF 13)** PAYROLL

PURPOSE: To provide a recap for Accounting; To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406             SUBJECT TO PRIVACY ACT OF 1974
                                RECAP FOR ACCOUNTING

eeeeeee                                                 Y,YYY,YYY.YY

           NET PAY TO EMPLOYEES            A,AAA,AAA.AA
           NEBA INSURANCE                  B,BBB,BBB.BB
           COMBINED FEDERAL CAMPAIGN       C,CCC,CCC.CC
           UNION DUES                      D,DDD,DDD.DD
           CHILD SUPPORT                   E,EEE,EEE.EE
           COMMERCIAL GARNISHMENTS         R,RRR,RRR.RR
           INDEBTEDNESS DUE U.S.           F,FFF,FFF.FF
           BANKRUPTCY                      G,GGG,GGG.GG
           BILL FOR COLLECTION             H,HHH,HHH.HH
           MISC DEDUCTIONS                 I,III,III.II
           ADVANCE DEDUCTION               1,111,111.11
           LTC                             Q,QQQ,QQQ.QQ

80F0103    FEDERAL WITHHOLDING TAX                      J,JJJ,JJJ.JJ
             FEDERAL INCOME TAX            K,KKK,KKK.KK
             EIC                           P,PPP,PPP.PP
             FICA EMPLOYEES                L,LLL,LLL.LL
             FICA EMPLOYERS                M,MMM,MMM.MM
             HIT EMPLOYEES                 N,NNN,NNN.NN
             HIT EMPLOYERS                 O,OOO,OOO.OO

80X6275    STATE/COUNTY/CITY WITHHOLDING TAX             Z,ZZZ,ZZZ.ZZ
           STATE NAME
             fffff ffff fff ffffff         gg,ggg,ggg.gg h,hhh,hhh,hhh.hh

           CITY NAME
             iiiii iiii iii iiiiii         jj,jjj,jjj.jj k,kkk,kkk,kkk.kk
```

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (Page 5 of 13)

DATA ELEMENTS

A. Total of (Net Earnings: B/W + K on page 2)
B. Total of NEBA: Total B/W
C. Total of (CFC: B/W + CFC: Adjustment)
D. Total of (Union Dues: B/W + Union Dues: Adjustment)
E. Total of Child Support: B/W (1-3)
F. Total of Indebtedness Due U.S.: B/W (1-5)
G. Total of Bankruptcy: B/W
H. Total of Bill of Collection: Deduction (i.e. Phone Bill, O/P Travel Advance, Lost Government Property)
I. Total of Miscellaneous Required Amt
J. K + L + M + N + O + P
K. Total of [Federal Tax: B/W + Federal Tax: Adjustment + Federal Tax: Award B/W (if Award Designated Agent Check not = Blank) + Award Federal Tax Deduction Amount]
1. Total of [Empl Adv Pay Ded B/W Amt + Empl Adv Pay Ded Adj]

L. Total of
[FICA: B/W + FICA: Adjustment + FICA: Award B/W (if Award Designated Agent Check not = Blank) + Award OASDI Deduction Amount (for all Non- Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

M. Total of
[FICA: Govt Contr B/W + FICA: Govt Contr Cur Adj + FICA: Govt Contr Cur Award (if Award Designated Agent Check not = Blank) + Award OASDI Government Contribution Amount (for all Non- Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

N. Total of
[HIT: B/W + HIT: Adjustment + HIT: Award B/W (if Award Designated Agent Check not = Blank) + Award HIT Deduction Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

O. Total of
[HIT: Govt Contr B/W + HIT: Govt Contr Cur Adj + HIT: Govt Contr Cur Award (if Award Designated Agent Check not = Blank) + Award HIT Government Contribution Amount (for all Non- Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

P. Total of (EIC + EIC: Adj)

Q. Total of (LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction)

R. Total of Empl Grnsh Crnt Ded Amt (1-9)

Y. A + B + C + D + E + F + G + H + I + R + Q

Z. Z on page 3

e. Installation: Appropriation Code

f. State name

g. Total of
[State Tax: B/W + State Tax: Adjustment + Former State Adjustment + State Tax: Award B/W (if Award: Designated Agent Check not = Blank and State Tax Code not = Blank) + Award State Tax Deduction Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each State Code

h. Total of
[State Gross Earnings + Award: Earnings (if Award: Designated Agent Check not = Blank and State Tax Code ne Blank) + Award Gross Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each State Code

i. City name

j. Total of
[City Tax: B/W + City Tax: Adjustment + Former City Adjustment + City Tax: Award B/W (if Award: Designated Agent Check not = Blank and State Tax Code not = Blank) + Award City Tax Deduction Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each City Code

k. Total of
[City Gross Earnings + Award: Earnings (if Award: Designated Agent Check not = Blank) + Award Gross Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award City Tax Code not = Blank)] for each City Code

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 6 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406

                             RECAP FOR ACCOUNTING

80F3875    TSP (THRIFT SAVINGS PLAN)                       A,AAA,AAA.AA
           CSRS                               B,BBB,BBB.BB
           FERS (EMPLOYEES)                   C,CCC,CCC.CC
           FERS GOVT BASIC                    D,DDD,DDD.DD
           FERS GOVT MATCHING                 E,EEE,EEE.EE

80X6050    SAVINGS BONDS                                   F,FFF,FFF.FF

eeeeeee    OPM - SF 2812                                   G,GGG,GGG.GG
             FEGLI (EMPLOYEES)                H,HHH,HHH.HH
               BASIC             I,III,III.II
               OPTION A          J,JJJ,JJJ.JJ
               OPTION B          K,KKK,KKK.KK
               OPTION C          L,LLL,LLL.LL
             FEGLI (EMPLOYERS)                M,MMM,MMM.MM
             FEHB EMPLOYEES                   N,NNN,NNN.NN
             FEHB EMPLOYERS                   O,OOO,OOO.OO
             FEHB CASH COLLECTION             P,PPP,PPP.PP
             FEHB SPOUSAL PAYMENTS            Q,QQQ,QQQ.QQ
             CSRS MILITARY DEPOSIT            R,RRR,RRR.RR
             FERS MILITARY DEPOSIT            S,SSS,SSS.SS
             CIVILIAN SERVICE CREDIT          T,TTT,TTT.TT
             CSRS RETIREMENT TL (EMPL)        U,UUU,UUU.UU
             CSRS RETIREMENT TL (EMPR)        V,VVV,VVV.VV
             CSRS SALARY OFFSET REEMPL ANNUIT W,WWW,WWW.WW
             FERS SALARY OFFSET REEMPL ANNUIT X,XXX,XXX.XX
             FERS RETIREMENT (EMPL)           Y,YYY,YYY.YY
             FERS RETIREMENT (EMPR)           Z,ZZZ,ZZZ.ZZ
             FERS MIL RESERVE TECH (EMPL)     a,aaa,aaa.aa
             FERS MIL RESERVE TECH (EMPR)     b,bbb,bbb.bb
             FERS SPECIAL (EMPL)              c,ccc,ccc.cc
             FERS SPECIAL (EMPR)              d,ddd,ddd.dd
```

A. B + C + D + E

B. Total Of (TSP: Emp Dist + TSP: Emp Adj+ TSP Catch Up: B/W Ded Amt + TSP Catch Up: Emp Ded Adj Tot)
If Retirement Plan = 1, 6, R, T, C, E

C. Total Of (TSP: Emp Dist + TSP: Emp Adj+ TSP Catch Up: B/W Ded Amt + TSP Catch Up: Emp Ded Adj Tot)
If Retirement Plan not = 1, 6, R, T, C, E

D. Total Of (TSP: Govt Basic Amt + TSP: Govt Basic Adj)
Regardless of Retirement Plan

E. Total Of (TSP: Govt Match Amt + TSP: Govt Match Adj)
Regardless of Retirement Plan

F. Total Of (Bond: B/W - Bond: Refund)

G. H + M + N + O + P + Q + R + S + T + U + V + W + X + Y + Z + a + b + c + d

H. I + J + K + L

I. Total Of (FEGLI: Basic B/W + FEGLI: Basic Life Adj)

J. Total Of (FEGLI: Standard Opt 'A' B/W + FEGLI: Opt A Adj)

K. Total Of (FEGLI: Additional Opt 'B' B/W + FEGLI: Additional Opt B Adj)

L. Total Of (FEGLI: Family Opt B/W + FEGLI: Family Opt Adj)

M. Total Of (FEGLI: Basic B/W / 2 + FEGLI: Govt Contr Adj)

N. Total of [FEHB: B/W + FEHB: Prior Adj (If FEHB: Prior Plan Code not = Blank, 'ZZX', 'ZZY', or 'ZZZ') + FEHB: Cur Adj (if FEHB: Plan Code not = Blank, 'ZZX', 'ZZY', or 'ZZZ')]

O. Total Of [FEHB: Govt Contr B/W (if FEHB: Contribution Flag not = 'Y') + FEHB: Govt Contr Prior Adj (if FEHB: Prior Plan Code not = Blank, 'ZZX','ZZY', or 'ZZZ') + FEHB: Current Govt Adj Erngs)

P. Total Of FEHB: Cash Collection

Q. Total Of FEHB: Spousal Cash Payment (if Pay-Spousal-Center-Code = User Designated Center Code and Pay-Spousal-Data-Date < Pay Cntl: Current PP Begin Date + 3 of Pay-Spousal-Data-Date > Pay Cntl: Current PP Ending Date + 3)

R. Total Of (CSRS: Mil Dep B/W + CSRS: Mil Dep Cash Pmt)

S. Total Of (FERS: Mil Dep B/W + FERS: Mil Dep Cash Pmt)

T. Total Of (Civil Serv Credit: B/W + Civil Serv Credit: Adjustment)

U. Total Of [CSRS: B/W + Retirement: Employee Adj (If Retirement Code = 1, 6, R, T, C, E)+ CSRS: Adjustment (If Retirement Code: Former Adj = 1, 6, R, T, C, E)]

V. Total Of [CSRS: Govt Contr B/W + Retirement: Government Adj (If Retirement Plan = 1, 6, R, T, C, E) + CSRS: Former Retire Current Adj (If Retirement Code: Former Adj = 1, 6, R, T, C, E)]

W. Total Of (Salary: Offset + CSRS: Current Salary Offset Adj)
If Retirement Plan not = K, L, M, N and Annuitant Indicator = '1', '4', or '5'

X. Total Of (Salary: Offset + FERS: Current Salary Offset Adj)
If Retirement Plan = K, L, M, N, 2 and Annuitant Indicator = 'A', 'C', or 'E'

Y. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = K) + FERS: Adjustment (If Retirement Code: Former Adj = K)]

Z. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = K) + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = K)]

a. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = N) + FERS: Adjustment (If Retirement Code: Former Adj = N)]

b. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = N) + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = N)]

c. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = M) + FERS: Adjustment (If Retirement Code: Former Adj = M)]

d. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = M) + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = M)]

e Installation: Appropriation Code

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 7 OF 13) PAYROLL

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406

                       MAGNETIC TAPE: FEDERAL TAX PAYMENTS

             AGENCY STATION NO:         AA-AA-AAAA
             SCHEDULE NO:               G-GG-GGG
             PAY PERIOD:                bb
             PAYROLL PAY PERIOD         aa/aa/aa - cc/cc/cc
             DATE CHECKS:               cc/cc/cc
             FEDERAL WITHHOLDING TAX:   S,SSS,SSS.SS



             NAME/ADDRESS                          AGENCY EIN:

             HHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHH       JJJJJJJJJJ

             IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
             IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
             IIIIIIIIIIIIIII,   III   IIIII-IIII



             FEDERAL INCOME TAX          B,BBB,BBB.BB
             EIC                         P,PPP,PPP.PP
             FICA WAGES                  Q,QQQ,QQQ.QQ
             FICA EMPLOYEES              C,CCC,CCC.CC
             FICA EMPLOYERS              D,DDD,DDD.DD
             HIT WAGES                   R,RRR,RRR.RR
             HIT EMPLOYEES               E,EEE,EEE.EE
             HIT EMPLOYERS               F,FFF,FFF.FF
```

A. Payroll Office Number
B. K on page 5
C. L on page 5
D. M on page 5
E. N on page 5
F. O on page 5
G. PAYROLL-YEAR-PAY Period Number, Supplement (i.e. P-88-13A)
H. Name: Federal Reserve Bank
I. Address: Federal Reserve Bank
J. Federal ID
P. P on page 5
Q. Total [FICA Earnings B/W + Award: FICA Earning Amount + Award OASDI Earnings Amount (for all Non-personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]
R. Total [HIT Earnings B/W + Award: HIT Earning Amount + Award HIT Earnings Amount (for all Non-personnel Action Cash Awards with an Award Payment Date Equal to the current pay date)]
S. J on page 5
a. Pay Period Ending Date - 13 Days
b. Pay Period Number
c. Pay Period Ending Date + 10 Days

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 8 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406

                  MAGNETIC TAPE: COMBINED FEDERAL CAMPAIGN PAYMENTS

                AGENCY STATION NO:           AA-AA-AAAA
                SCHEDULE NO:                 G-GG-GGG
                PAY PERIOD:                  bb
                PAYROLL PAY PERIOD           aa/aa/aa - cc/cc/cc
                DATE CHECKS:                 cc/cc/cc
                COMBINED FEDERAL CAMPAIGN:   H,HHH,HHH.HH
                NO OF CHECKS TO BE ISSUED:   BBBB


                NAME/ADDRESS                              AMOUNT
-------------------------------------------------------------------------------
                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII

                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII

                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII

                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII

                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII
```

A. Payroll Office Number
B. Number of checks paid to CFC
G. PAYROLL-YEAR-PAY Period Number, Supplement (i.e., P-88-13A)
H. C on Page 5
I. CFC: Address
J. Total of (CFC: B/W + CFC: Adjustment) for given CFC:Agency
K. CFC: Name
a. Pay Period Ending Date - 13 Days
b. Pay Period Number
c. Pay Period Ending Date + 10 Days

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 9 OF 13) PAYROLL

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT:  406
                         MAGNETIC TAPE: UNION DUES PAYMENTS

                      AGENCY STATION NO:          AA-AA-AAAA
                      SCHEDULE NO:                G-GG-GGG
                      PAY PERIOD:                 bb
                      PAYROLL PAY PERIOD:         aa/aa/aa - cc/cc/cc
                      DATE CHECKS:                cc/cc/cc
                      UNION DUES:                 I,III,III.II
                      NO OF CHECKS TO BE ISSUED:  BBBB




   NAME/ADDRESS                                                AMOUNT
-------------------------------------------------------------------------------
   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ


   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ


   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ


   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ
```

A. Payroll Office Number
B. Number of Checks paid to Union
G. PAYROLL-YEAR-PAY Period Number, Supplement (i.e. P-88-13A)
I. D on Page 5
J. Union: Address
K. Union: Name
M. Total of (Union Dues: B/W + Union Dues: Adjustment) for given Union
a. Pay Period Ending Date - 13 Days
b. Pay Period Number
c. Pay Period Ending Date + 10 Days

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 10 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
                                                SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  406
                        MAGNETIC TAPE: MISCELLANEOUS PAYMENTS

                        AGENCY STATION NO:     AA-AA-AAAA
                        SCHEDULE NO:           z-zz-zzz
                        PAY PERIOD:            bb
                        PAYROLL PAY PERIOD     aa/aa/aa - cc/cc/cc
                        DATE CHECKS:           cc/cc/cc

NO OF BANKRUPTCY PAYMENTS:    BBBB     AMT BANKRUPTCY PAYMENTS:    O,OOO,OOO.OO
NO OF CHILD SUPPORT PAYMENTS: CCCC     AMT CHILD SUPPORT PAYMENTS: J,JJJ,JJJ.JJ
NO OF COM GARNISHMT PAYMENTS: eeee     AMT COM GARNISHMT PAYMENTS: f,fff,fff.ff
NO OF INDEBTEDNESS DUE U.S.:  DDDD     AMT INDEBTEDNESS DUE U.S.:  K,KKK,KKK.KK
NO OF NEBA INS. PAYMENTS:     dddd     AMT NEBA INS. PAYMENTS:     G,GGG,GGG.GG
-------------------------------------------------------------------------------
                                             ACCOUNT#/CASE#
      NAME/ADDRESS                           /PAYMENT TYPE      AMOUNT
                                           EMPLOYEE NAME/SSN
-------------------------------------------------------------------------------
      EEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEE     HHHHHHHHHHHH     I,III,III.II
      FFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFF     333333333333
      FFFFFFFFFFFFFFF,   FFF   FFFFF-FFFF     555555555


-------------------------------------------------------------------------------
      LLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLL     NNNNNNNNNNNN     P,PPP,PPP.PP
      MMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMM     333333333333
      MMMMMMMMMMMMMMM,   MMM   MMMMM-MMMM     555555555


-------------------------------------------------------------------------------
      QQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQ     SSSSSSSSSSSS     T,TTT,TTT.TT
      RRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRR     333333333333
      RRRRRRRRRRRRRRR,   RRR   RRRRR-RRRR     555555555


-------------------------------------------------------------------------------
      UUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUU                      W,WWW,WWW.WW
      VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV
      VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV
      VVVVVVVVVVVVVVV,   VVV   VVVVV-VVVV


                                                 SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (Page 10 of 13)
DATA ELEMENTS

A. Payroll Office Number
B. Number of Bankruptcy Payments
C. Number of Child Support Payments
D. Number of Indebtedness Due U.S. Payments
E. Bankruptcy: Agency Name
F. Bankruptcy: Agency Addr
G. B on Page 5
H. Bankruptcy: Remarks (Account #)
I. Total of BANKRUPTCY:B/W for given Account
J. E on page 5
K. F on page 5
L. Child Support: Payee Name
M. Child Support: ACY Addr
3. Employee Name
5. SSN
N. Child Support: Remarks (Case #)
O. G on page 5
P. Total of Child Support: B/W for given Account
Q. Indebtedness due U.S.: ACY Name
R. Indebtedness due U.S.: ACY Addr
S. Indebtedness due U.S: Type (Payment Type)
T. Total of Indebtedness U.S.: B/W for given Payment Type and Agency
U. NEBA: Name
V. NEBA: Address
W. Total of NEBA: Total B/W for given NEBA Chapter
a. Pay Period Ending Date - 13 Days
b. Pay Period Number
c. Pay Period Ending Date + 10 Days
d. Number of NEBA Payments
e. Number of Commercial Garnishment Payments
f. R on page 5
z. PAYROLL-YEAR-PAY Period Number, Supplement (i.e. P-88-13A0

REPORT 406 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 11 OF 13)** PAYROLL

PURPOSE: To provide Data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of Series EE Savings Bond tape sent to Federal Reserve.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406                        NASA PERSONNEL AND PAYROLL SYSTEM                               PAGE:
 SEQUENCE BY:                                     INSTALLATION NAME                                    DATE:
                                                                                                       TIME:
  SF 1166-EDP            VOUCHER AND SCHEDULE OF PAYMENTS

                                                        SCHEDULE NO. A-AA
 NASA
 BBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC                 AGENCY LOCATION CODE DDDDDDDDD
 ------------------------------------------------------------------------------
 APPROPRIATION SUMMARY                            P A I D   B Y


 80X6050               E,EEE,EEE,EEE.EE
 ------------------------------------------------------------------------------
                            PAYEE                 AMOUNT

 FEDERAL RESERVE BANK OF FFFFFFFFFFFFFFFFF   E,EEE,EEE,EEE.EE
   U.S. Savings Bonds, Series EE

 DENOM.                     NO. BONDS              COST

 $ 100                       HHHHHHH       I,III,III,III.II
   200                       JJJJJJJ       K,KKK,KKK,KKK.KK
   500                       LLLLLLL       M,MMM,MMM,MMM.MM
  1000                       NNNNNNN       O,OOO,OOO,OOO.OO

 ------------------------------------------------------------------------------
 SUPPORTING MAGNETIC TAPE INFORMATION

 Per Attached Magnetic Tape Reel No. ________

 Bond Volume PPPPP

 Pay Period  QQ

 ------------------------------------------------------------------------------
 Pursuant to the authority vested in me,
 I certify that the items listed herein
 are correct and proper for payment from            E,EEE,EEE,EEE.EE
 the appropriation(s) designated hereon or               GRAND TOTAL
 on supporting vouchers.

                     Date                       Authorized Certifying Officer

                                                      Telephone Number
```

A. 'B-' Pay Period Number
B. Installation: Name
C. Installation: Address
D. Payroll Office Number
E. I + K + M + O
F. Installation: Bond FRB City
H. Count of (if Bond: Purchase Indicator = ‘1’ and Bond: Denomination = 100 and Bond Series = ‘EE’)
I. H * Bond: Purchase Price
J. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 200 and Bond Series = ‘EE’)
K. J * Bond: Purchase Price
L. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 500 and Bond Series = ‘EE’)
M. L * Bond: Purchase Price
N. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 1000 and Bond Series = ‘EE’)
O. N * Bond: Purchase Price
P. H + J + L + N
Q. Pay Period Number

REPORT 406 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 12 OF 13)** PAYROLL

PURPOSE: To provide Data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of Series I Savings Bond tape sent to Federal Reserve.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406                       NASA PERSONNEL AND PAYROLL SYSTEM                           PAGE:
 SEQUENCE BY:                                     INSTALLATION NAME                               DATE:
                                                                                                  TIME:
  SF 1166-EDP            VOUCHER AND SCHEDULE OF PAYMENTS

                                                        SCHEDULE NO. A-AA
 NASA
 BBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC                  AGENCY LOCATION CODE DDDDDDDDD
 ------------------------------------------------------------------------------
 APPROPRIATION SUMMARY                           P A I D   B Y


 80X6050              E,EEE,EEE,EEE.EE
 ------------------------------------------------------------------------------
                           PAYEE                 AMOUNT

 FEDERAL RESERVE BANK OF FFFFFFFFFFFFFFFF   E,EEE,EEE,EEE.EE
   U.S. Savings Bonds, Series I

 DENOM.                    NO. BONDS              COST

 $  50                      SSSSSSS       T,TTT,TTT,TTT.TT
    75                      UUUUUUU       V,VVV,VVV,VVV.VV
   100                      HHHHHHH       I,III,III,III.II
   200                      JJJJJJJ       K,KKK,KKK,KKK.KK
   500                      LLLLLLL       M,MMM,MMM,MMM.MM
  1000                      NNNNNNN       O,OOO,OOO,OOO.OO

 ------------------------------------------------------------------------------
 SUPPORTING MAGNETIC TAPE INFORMATION

 Per Attached Magnetic Tape Reel No. ________

 Bond Volume PPPPP

 Pay Period  QQ

 ------------------------------------------------------------------------------
 Pursuant to the authority vested in me,
 I certify that the items listed herein
 are correct and proper for payment from            E,EEE,EEE,EEE.EE
 the appropriation(s) designated hereon or               GRAND TOTAL
 on supporting vouchers.

                     Date                        Authorized Certifying Officer

                                                       Telephone Number
```

A. 'B-' Pay Period Number
B. Installation: Name
C. Installation: Address
D. Payroll Office Number
S. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 50 and Bond Series = 'I')
T. S * Bond: Purchase Price
U. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 75 and Bond Series = 'I')
V. U * Bond: Purchase Price
E. I + K + M + O + T + V
F. Installation: Bond FRB City
H. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 100 and Bond Series = 'I')
I. H * Bond: Purchase Price
J. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 200 and Bond Series = 'I')
K. J * Bond: Purchase Price
L. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 500 and Bond Series = 'I')
M. L * Bond: Purchase Price
N. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 1000 and Bond Series = 'I')
O. N * Bond: Purchase Price
P. H + J + L + N + S + U
Q. Pay Period Number

REPORT 406 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 13 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment sent to U.S. Treasury for Long Term Care (LTC) Premium.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  406                      SUBJECT TO PRIVACY ACT OF 1974
SF 1166-EDP                         VOUCHER AND SCHEDULE OF PAYMENTS
                                                                   SCHEDULE NO. A-AA-AAA
 NASA
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC
 DDDDDDDDDDDDDDDDDDDDDDDDDDDDDD

                                                           AGENCY STATION NO. EE-EE-EEEE

------------------------------------------------------------------------------------------------
 APPROPRIATION SUMMARY                             PAID BY:
    eeeeeee                      Y,YYY,YYY.YY

 GRAND TOTAL                     F,FFF,FFF.FF

 -----------------------------------------------------------------------------------------------
  SUPPORTING TRANSMISSION INFORMATION                                  AMOUNT

  CTX NO.  _____

                                ITEM COUNT
  LONG TERM CARE                   GGGGG                            F,FFF,FFF.FF
----------------- ------------------------------------------------------------------------------

 FOR AGENCY USE

 LONG TERM CARE DEDUCTIONS

 PP bb to be dated cc/cc/cc

 EMPLOYEE                                                           I
 SPOUSE                                                             K
 DEPENDENT                                                          M
-------------------------------------------------------------------------------------------------

 Pursuant to the authority vested in me,                            F,FFF,FFF.FF
 I certify that the items listed herein                              GRAND TOTAL
 are correct and proper for payment from
 the appropriations designated hereon or
 on supporting vouchers.

                   Date                       Authorized Certifying Officer
```

A. Payroll + Year + Pay Period Number, Supplement (i.e. P-88-13C)
C. C on page 1
D. D on page 1
E. E on page 1
Y. Y on Page 5
F. I + K + M

G. Total number of Employees with LTC deductions
I. Total of LTC BW Empl Deduction
K. Total of LTC BW Spouse Deduction
M. Total of LTC BW Dependent Deduction
b. b on page 1
c. c on page 1
e. Installation: Appropriation Code

REPORT 107 **LIMITED APPOINTMENT EMPLOYEES** PAYROLL

PURPOSE: To control limited appointments, and severance pay payments.

CONTENT: All limited appointment employees.

SEQUENCE: Selective By Center, Pay block: Processing, Employee Name or
Pay Block: Processing, SSN
Page break by Center, Pay Block: Processing
Totals by Pay Block: Processing and Center

```
                                        SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  107                        NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
SEQUENCE BY:                                    INSTALLATION NAME                                            DATE:
                                                                                                             TIME:
                                          LIMITED APPOINTMENT EMPLOYEES
                                                 AS OF MM/DD/YY
                                                                                                                   DAYS/
PB   SSN         NAME                           HOURS/DAYS/DOLLARS     USED       LIMITATION  TYPE        DATE     HOURS   DOLLAR
                                                        CURRENT     CUMULATIVE      BALANCE  LIMITATION   LIMIT    LIMIT   LIMIT
A    BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC        D             E             F         G          H        I       J

            .                         .                                  .

            .                         .                                  .

            .                         .                                  .

     SEVERANCE TOTAL              NBR OF EMPS.                    *** Totals Line

     OTHER TOTAL                  NBR OF EMPS.                    *** Totals Line

            .                         .                                  .

            .                         .                                  .

            .                         .                                  .

     SEVERANCE GRAND TOTAL        NBR OF EMPS.                    *** Totals Line

     OTHER GRAND TOTAL            NBR OF EMPS.                    *** Totals Line




                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 107 LIMITED APPOINTMENT EMPLOYEES
DATA ELEMENTS

A. Pay Block: Processing

B. SSN

C. Employee Name (Last, First, MI, Gen)

D. = Regular Hours: B/W + Overtime: Hours B/W +
Annual Leave: Used B/W + Sick Leave: Used B/W +
Holiday Leave: Used B/W + Restored Leave: Used B/W +
Military Leave: Used B/W Hours + Comp Time: Relig Used B/W +
Administrative Leave: Used B/W + Excused Leave: Used B/W +
Cop Leave: Hours Used B/W + Graduate Leave: Used B/W +
Jury Leave: Used B/W + Court Leave: Used B/W +
Credit Hours: Used B/W + Home Leave: Hours Used B/W +
Comp Time: Used B/W
If Employee Has Appointment: Day Limit Only

= Regular Hours: B/W + Overtime: Hours B/W +
Annual Leave: Used B/W + Sick Leave: Used B/W +
Holiday Leave: Used B/W + Restored Leave: Used B/W +
Military Leave: Used B/W Hours + Comp Time: Relig Used B/W +
Administrative Leave: Used B/W + Excused Leave: Used B/W +
Cop Leave: Hours Used B/W + Graduate Leave: Used B/W +
Jury Leave: Used B/W + Court Leave: Used B/W +
Credit Hours: Used B/W + Home Leave: Hours Used B/W +
Comp Time: Used B/W
If Employee Has Appointment: Day Limit and Appointment: NTE Date

= Regular Hours: B/W + Overtime: Hours B/W +
Annual Leave: Used B/W + Sick Leave: Used B/W +
Holiday Leave: Used B/W + Restored Leave: Used B/W +
Military Leave: Used B/W Hours + Comp Time: Relig Used B/W +
Administrative Leave: Used B/W + Excused Leave: Used B/W +
Cop Leave: Hours Used B/W + Graduate Leave: Used B/W +
Jury Leave: Used B/W + Court Leave: Used B/W +
Credit Hours: Used B/W + Home Leave: Hours Used B/W +
Comp Time: Used B/W
If Employee Has Appointment: NTE Date and Appointment: Hour Limit

= Gross Earnings: B/W If Employee Has Appointment: Dollar Limit Only
= Gross Earnings: B/W If Employee Has Appointment: Dollar Limit and Appointment: NTE Date
= Gross Earnings: B/W If Employee Has Appointment: NTE Date Only
= Gross Earnings: B/W If Employee Is A Severance Employee

E. Limited Emp: Amt Used To Date

F. = Appointment: Hour Limit - E, If Employee Has Appointment: Hour Limit
= Appointment: Dollar Limit - E, If Employee Has Appointment: Dollar Limit
= Appointment: Day Limit - E, If Employee Has Appointment: Day Limit
= Appointment: Dollar Limit - E, If Employee Is A Severance Employee

G.	= 'Day'	If Employee Has Appointment: Day Limit Only
	= 'Day/Date'	If Employee Has Appointment: Day Limit and Appointment: NTE Date
	= 'Date/Hour'	If Employee Has Appointment: NTE Date and Appointment: Hour Limit
	= 'Dollar'	If Employee Has Appointment: Dollar Limit Only
	= 'Dte/Dollr'	If Employee Has Appointment: NTE Date and Appointment: Dollar Limit
	= 'Date'	If Employee Has Appointment: NTE Date Only
	= 'Severance'	If Employee Is A Severance Employee

H. Appointment: NTE Date

I. Appointment: Hour Limit Or Appointment: Day Limit

J. Appointment: Dollar Limit

SELECTION CRITERIA

Includes all employees with of the following criteria:

- Center Code equal user designated Center Code
- Duty Status equal 'Z' and Appointment: Dollar Limit greater than 0
- Position Type not equal 0 or 1
- FTE Line Item not equal 1, 2, 10 or 11
- Appointment: NTE Date greater than 0 or
  Appointment: Dollar Limit greater than 0 or
  Appointment: Hour Limit greater than 0 or
  Appointment: Day Limit greater than 0
- Limited Emp: Amt Used To Date greater than 0
- Gross Earnings: B/W greater than 0

REPORT 102 NET PAY/VOLUNTARY ALLOTMENT DISPOSITION REGISTER (DD-EFT)

PURPOSE: To provide documentation of net pay and voluntary allotments processed this period.

CONTENT: Employees who receive their pay or voluntary allotments via DD/EFT.

SEQUENCE: Selective By Center, Financial Inst Routing Nbr, Employee Name or SSN.
Totals by Financial Inst Routing Nbr and Center including employee counts for Net checks and voluntary allotments. Within sequence selection, separates those receiving zero pay and non-zero pay with totals for each group.
Page break by Center, Financial Inst Routing Nbr.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    102                                NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
SEQUENCED BY: FINANCIAL INSTITUTION,                     INSTALLATION NAME                                            DATE:
              PAID INDICATOR, SSN                                                                                     TIME:

                                      EFT NET PAY / VOLUNTARY ALLOTMENT DISPOSITION REGISTER
                                                    PAY PERIOD ENDING MM/DD/YY

SSN       FACILITY     NAME                                  FINANCIAL INST.       ACCOUNT     ACCOUNT     NET PAY        VOLUNTARY
                                                             ROUTING NUMBER        NUMBER       TYPE                      ALLOTMENT
---       --------     ----                                  --------------        ------       ----       -------        ---------
123456789          SCHNELL, KEVIN J.                            011000028     12345678901234567


AAAAAAAAA   T      BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CCCCCCCCC     DDDDDDDDDDDDDDDDD   U     EEE,EEE.EE       FFF,FFF.FF


NON-ZERO PAID TOTALS
TOTAL DOLLARS                                                                                        OO,OOO,OOO,OO    PP,PPP,PPP.PP
NUMBER OF EMPLOYEES PAID                                                                             QQ,QQQ,QQQ.QQ    RR,RRR,RRR.RR


ZERO PAID TOTALS                                                                                     GG,GGG,GGG.GG    HH,HHH,HHH.HH
TOTAL DOLLARS                                                                                        II,III,III.II
NUMBER OF EMPLOYEES NOT PAID


INSTITUTION TOTALS                                                                                  JJJ,JJJ,JJJ.JJ   KKK,KKK,KKK.KK
NAME OF FINANCIAL INSTITUTION:              VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV
ADDRESS OF FINANCIAL INSTITUTION:           WWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWW
                                            WWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWWW
CITY OF FINANCIAL INSTITUTION, STATE, ZIP:  XXXXXXXXXXXXXXX, YYY ZZZZZZZZZ
TOTAL DOLLARS                                                                                       LLL,LLL,LLL.LL   MMM,MMM,MMM.MM
NUMBER OF EMPLOYEES PAID                                                                                 NN,NNN.NN
NUMBER OF EMPLOYEES NOT PAID
                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN

B. Employee Name(Last, First, MI, Gen)

C. Financial Inst Routing Nbr

D. Account Number: EFT and If Voluntary Allot: B/W > 0 and Voluntary Allot: Deduction Code not = 'D': Voluntary Allot: Account Number (1, 2)

E. Net Earnings: B/W + Award: Net Earnings

F. If Voluntary Allot: B/W > 0: TSP: Loan Ded 1 B/W or TSP: Loan Ded 2 B/W

G. Total of E where Net Earnings: B/W <= 0 within Financial Inst.

H. Total of F where Net Earnings: B/W <= 0 within Financial Inst

I. Count of Employees representing G total

J. Institution total of EK.
Institution total of F

L. Total of Q

M. Total of R

N. Total of I
O. Total of E where Net Earnings: B/W > 0 within Financial Inst.
P. Total of F where Net Earnings: B/W > 0 within Financial Inst.
Q. Count of employees representing O totals
R. Count of employees representing P totals
S. If a Facility Code is designated by the user, the Facility Name will be derived from the Facility Table
T. Facility Code
U. Account Type: S = Savings, C = Checking
V. Name of Financial Institution
W. Address
X. City
Y. State
Z. Zip

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Net Pay: Disposition Code = 2 and Net Earnings: B/W > 0 or Award: Amount > 0 (if Award: Local Check = 'B')
- Voluntary Allot: B/W > 0 or TSP: Loan Ded 1 B/W > 0 or TSP: Loan Ded 2 B/W > 0
- Facility Code equals user designated facility code if entered

REPORT 303 **WORK YEARS & PERSONNEL COSTS** PAYROLL

PURPOSE: To provide (YTD) hours and costs.

CONTENT: All active employees, and employees who have terminated in the leave year specified by the user input selection criteria (from-to dates).

SEQUENCE: Totals by Center.

```
REPORT NO:    303                          NASA PERSONNEL AND PAYROLL SYSTEM                 PAGE:
                                                   INSTALLATION NAME                         DATE:
                                                                                             TIME:

                                            WORK YEARS AND PERSONNEL COSTS
                                                    AS OF MM/DD/YY



                                        ----------NO OF LEAVE DAYS----------     CREDITED
TYPE           DAYS        DOLLARS       EARNED    CARRIED OVER  FORFEITED       FOR
                                                   END OF YEAR   END OF YEAR     RETIREMENT

AL           AAAAAA.AA  BBBBBBBBBB.BB   CCCCCC.CC    DDDDDD.DD    EEEEEE.EE
SL           FFFFFF.FF  GGGGGGGGGG.GG   HHHHHH.HH    IIIIII.II                JJJJJJ.JJ

HOL LV       KKKKKK.KK  LLLLLLLLLL.LL
ADM LV       MMMMMM.MM  NNNNNNNNNN.NN

CT           OOOOOO.OO  PPPPPPPPPP.PP
CT: REL      QQQQQQ.QQ  RRRRRRRRRR.RR
COP          SSSSSS.SS  TTTTTTTTTT.TT
COURT LV     UUUUUU.UU  VVVVVVVVVV.VV
CREDIT       WWWWWW.WW  XXXXXXXXXX.XX
EXC LV       YYYYYY.YY  ZZZZZZZZZZ.ZZ
GRD LV       aaaaaa.aa  bbbbbbbbbb.bb
HAZ          cccccc.cc  dddddddddd.dd
HOL WORK     eeeeee.ee  ffffffffff.ff
HOME LV      gggggg.gg  hhhhhhhhhh.hh
JURY LV      iiiiii.ii  jjjjjjjjjj.jj
MIL LV       kkkkkk.kk  llllllllll.ll
NT DIF       mmmmmm.mm  nnnnnnnnnn.nn
RST LV       oooooo.oo  pppppppppp.pp
SUN DIF      qqqqqq.qq  rrrrrrrrrr.rr
TIME OFF     ssssss.ss  tttttttttt.tt
```

REPORT 303 WORK YEARS & PERSONNEL COSTS DATA ELEMENTS

A. Total of Annual Leave: Used YTD + Home Leave: Used YTD + Lump Sum: Leave Hours (1-2)
B. Total of Annual Leave: Cost YTD + Home Leave: Cost YTD + Lump Sum: Leave Payment YTD
C. Total of Annual Leave: Earned YTD / 8
D. Total of Annual Leave: PYCO / 8
E. Total of Annual Leave forfeited at year-end/8 Only computed when Pay Cntl: Current Leave Period equals Pay Cntl: Num of Leave Periods
F. Total of Sick Leave: Used YTD / 8
G. Total of Sick Leave: Cost YTD
H. Total of Sick Leave: Earned YTD / 8
I. Total of Sick Leave: PYCO / 8
J. Total of Sick Leave: Balance / 8
If Termination Code = 300, 301, 302, 303, 304, 312, or 354 and Retirement Plan Code = 1, 6, C, E, R, T, K, M, or N
K. Total of Holiday Leave: Used YTD / 8

L. Total of Holiday Leave: Cost YTD
M. Total of Administrative Leave: YTD / 8
N. Total of Administrative Leave: Cost YTD
O. Total of Comp Time: Used YTD / 8
P. Total of Comp Time: Cost YTD
Q. Total of Relig Comp Time: Used YTD / 8
R. Total of Relig Comp Time: Cost YTD
S. Total of COP Leave: Hours Used YTD (1+2+3)/8
T. Total of COP: Injury to Date (1+2+3)
U. Total of Court Leave: Used YTD / 8
V. Total of Court Leave: Cost YTD
W. Total of Credit Hours: Used YTD / 8
X. Total of Credit Hours: Cost YTD
Y. Total of Excused Leave: Used YTD / 8
Z. Total of Excused Leave: Cost YTD
a. Total of Graduate Leave: YTD / 8
b. Total of Graduate Leave: Cost YTD
c. Total of Hazardous Hours: YTD / 8
d. Total of Hazardous Earnings: YTD
e. Total of Holiday Hours: YTD / 8
f. Total of Holiday Earnings: YTD
g. Total of Home Leave: Used YTD / 8
h. Total of Home Leave: Cost YTD
i. Total of Jury Leave: Used YTD / 8
j. Total of Jury Leave: Cost YTD
k. Total of Military Leave: Used YTD Hours / 8
l. Total of Military Leave: Cost YTD
m. Total of Night Differential: Hours YTD / 8
n. Total of Night Differential: Erngs YTD
o. Total of Restored Leave: Used YTD (1+2+3)/8
p. Total of Restored Leave: Cost YTD
q. Total of Sunday Diff Hours: YTD / 8
r. Total of Sunday Diff Earnings: YTD
s. Employee Time Off Award Hours Year to Date Used Quantity (1-10) / 8
t. Employee Time Off Year to Date Cost / 8

SELECTION CRITERIA:
Includes all employees with the following criteria:
- Installation Code equals user designated center code
- Reactivation Indicator = 0
- Reactivation Indicator = 0 and Duty Status = Z, if termination date is between the user input from-to dates

REPORT 409 SF 1150 RECORD OF LEAVE DATA PAYROLL

PURPOSE: To provide a record of leave data upon transfer or termination of an employee. This data is placed in the employee's file for shipment to the new agency or center for transfers, or to the Record Center for terminations.

CONTENT: All employees.

SEQUENCE: By Center, Pay Block: Processing, SSN.

REPORT 409 SF 1150 RECORD OF LEAVE DATA
DATA ELEMENTS

---

1. Employee Name (Last, First, Mi, Gen)

2. SSN/Facility Code

3. Pay Block: Processing

3a. Employee Number

4a. Termination Date

4b. Nature Of Action Code Description

5. Termination Code

6. TBD

7a. 'X' If (Termination Date - SCD: Leave) >= 15 Years

7b. 'X' If (Termination Date - SCD: Leave) < 15 Years

7c. Years of (Termination Date - SCD: Leave)

7d. Months of (Termination Date - SCD: Leave)

7e. Days of (Termination Date - SCD: Leave)
7a - 7e All Computed If (Annual Leave: Accrual Rate Not = 0 and Not = 1)

8. Pay Cntl: Pri Lv Date

8a. Annual Leave: PYCO

8b. Sick Leave: PYCO

10. TBD

11. If (Pay Cntl: Current PP Begin Date not = Termination Date) and
Pay Cntl: Current PP Begin Date - Termination Date not = 1)
    Blank
Else
    Pay Cntl: Current, PP Begin Date

11a. Annual Leave: Accrued YTD

11b. Sick Leave: Accrued YTD

12a. 8a + 11a

12b. 8b + 11b

13. Annual Leave: RIC YTD

14. Sick Leave: RIC YTD

15. Annual Leave: Used YTD + 53

16. Sick Leave: Used YTD

18. Annual Leave: Earned Balance

19. 12b - 14 - 16

20. Lump Sum: Leave Hours 1 + Lump Sum: Leave Hours 2

23. Salary: Hourly

24. LWOP: Used YTD

25. TBD

26. LWOP: Wig Hours + LWOP Wig Excess hours

27. TBD

28. TBD

29. TBD

30. TBD

31. TBD

32. TBD

33. TBD

34. FEHB: Plan Code
If FEHB: Plan Code Not = '000'

35. Pay Cntl: Current PP Ending Date
If FEHB: B/W > 0

36. FEGLI: Code
If FEGLI: Code = 'C0'

37. FEGLI: Code
If FEGLI: Code > 'C0'

38. Pay Cntl: Current PP Ending Date
If FEGLI: B/W > 0 Or FEGLI: Basic B/W > 0

39. FICA: Earnings YTD

40. FICA: YTD

41. HIT: Earnings YTD

42. HIT: YTD

43. Base Earnings: YTD

44. TSP: Cy YTD

45a. TSP: Elected Rate Of Distr(1)

45b. TSP: Elected Rate Of Distr(2)

45c. TSP: Elected Rate Of Distr(3)

46a. TSP: Emp Dist G-Fund

46b. TSP: Emp Dist F-Fund

46c. TSP: Emp Dist C-Fund

47. Installation: Name or Facility: Name if Facility Code is designated by the user

48. Blank

REPORT 409 SF 1150 RECORD OF LEAVE DATA
DATA ELEMENTS

49. Installation: Address or Facility: Address if Facility Code is designated by the user
50. Installation: TSP Phone
51. SCD: Leave
52. Empl Local Pay YTD Amt
53. Donated AL: Contributed YTD - Donated AL: Donated-Returned YTD
54. TSP CATCH-UP: YTD DED AMT

SELECTION CRITERIA:
Includes All Employees With The Following Criteria:

- Installation Code Equals User Designated Center Code
- Duty Status Equal 'Z'
- Reactivation Indicator Equal 0
- Facility Code equals User Designated Facility Code if entered

REPORT 408 **(STATE) (COUNTY) (CITY) TAX W/H REPORT** PAYROLL

PURPOSE: To provide required monthly, quarterly or annual reporting to State, County, or City taxing authorities.

CONTENT: Employees with taxes withheld.

SEQUENCE: Selective by Center, State, County or City.
Sequenced by Center, Employee Name.
Totals by State, County or City based upon user selection and Agency.

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REPORT NO:  408                               NASA PERSONNEL AND PAYROLL SYSTEM                                        PAGE:
SEQUENCE BY:                                           INSTALLATION NAME                                               DATE:
                                                                                                                       TIME:

                                          NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
                                          (STATE) (COUNTY) (CITY) TAX WITHHOLDING REPORT
                                              (MONTH)(QUARTER)(ANNUAL) ENDING MM/DD/YY

                                                                                TAX-E-FSA-HC   TAXABLE         TAX
  SSN     NAME                GROSS EARNINGS  TSP DED   TAX-E-FEHB  TAX-E-TFBP  TAX-E-FSA-DC   EARNINGS      WITHHELD
217287739 DIRTON, HAROLD H.        11,797.00   528.00       489.57      839.91       1090.36  11,269.00       310.32
                                                                                     2506.48

     A      B                       C             D          L           N            P            E           F
                                                                                      Q

       TOTALS    KKKKK              I             J          M           O            R            G           H
                                                                                      S






------------------------------------------------------------------------------------------------------------------------------

                                                           AGENCY TOTALS
                                              (MONTH)(QUARTER)(ANNUAL) ENDING MM/DD/YY

                                                                                  TAX-E-FSA-HC         TAXABLE           TAX
                   GROSS EARNINGS       TSP DED       TAX-E-FEHB     TAX-E-TFBP   TAX-E-FSA-DC         EARNINGS        WITHHELD

  CITY TAX WITHHOLDING
   CLEVELAND OH             1
                 9,999,999,999.99 999,999,999.99 9,999,999,999.99 99,999,999.99  99,999,999.99 9,999,999,999.99 9,999,999,999.99

                                                                                 99,999,999.99
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REPORT 408 (STATE) (COUNTY) (CITY) TAX W/H REPORT
DATA ELEMENTS

STATE

A. SSN

B. Employee Name (Last, First, MI, Gen)

C. State Tax: Gross Erngs MTD + PCS: Erngs Subj State Tax MTD,
State Tax: Former Gross MTD + PCS: Frmr Ern Subj St Tax MTD,

State Tax: Gross Erngs QTD + PCS: Erngs Subj State Tax QTD,
State Tax: Former Gross QTD + PCS: Frmr Ern Subj St Tax QTD,

State Tax: Gross Erngs YTD + PCS: Erngs Subj State Tax YTD,
State Tax: Former Gross YTD + PCS: Frmr Ern Subj St Tax YTD

D. State Tax: TSP Cy Ded MTD, QTD, YTD, (fields contain TSP-CATCHUP)
State Tax: Former TSP MTD, QTD, YTD (fields contain TSP-CATCHUP)

E. State Tax: Erngs MTD + PCS: Erngs Subj State Tax MTD, (fields contain TSP-CATCHUP)
State Tax: Former Earnings MTD + PCS: Frmr Ern Subj St Tax MTD, (fields contain TSP-CATCHUP)

State Tax: Erngs QTD + PCS: Erngs Subj State Tax QTD,
State Tax: Former Earnings QTD + PCS: Frmr Ern Subj St Tax QTD,

State Tax: Erngs YTD + PCS: Erngs Subj State Tax YTD,
State Tax: Former Earnings YTD + PCS: Frmr Ern Subj St Tax YTD

F. State Tax: MTD + PCS: State Tax Withheld MTD,
State Tax: Former W/H MTD + PCS: Frmr W/H Subj St Tax MTD,

State Tax: QTD + PCS: State Tax Withheld QTD,
State Tax: Former W/H QTD + PCS: Frmr W/H Subj St Tax QTD,

State Tax: YTD + PCS: State Tax Withheld YTD,
State Tax: Former W/H YTD + PCS: Frmr W/H Subj St Tax YTD

G. Total of E

H. Total of F

I. Total of C

J. Total of D

K. Employee Count

L. Taxable Exempt FEHB

M. Total of L

N. TFBP ST MTD AMT or TFBP ST QTD AMT or TFBP ST YTD AMT

O. Total of N

P. FSA HC: ST MTD DED or FSA HC: ST QTD DED or FSA HC: ST YTD DED
FSA HC: FRMR ST MTD DED or FSA HC: FRMR ST QTD DED or FSA HC: FRMR ST YTD DED

Q. FSA DC: ST MTD DED or FSA DC: ST QTD DED or FSA DC: ST YTD DED
FSA DC: FRMR ST MTD DED or FSA DC: FRMR ST QTD DED or FSA DC: FRMR ST YTD DED

R. Total of P

S. Total of Q

REPORT 408 (STATE) (COUNTY) (CITY) TAX W/H REPORT
DATA ELEMENTS

COUNTY

A. SSN

B. Employee Name (Last, First, MI, Gen)

C. County Tax: Gross Erngs MTD + PCS: Erngs Subj County Tax MTD,
County Tax: Former Gross MTD + PCS: Frmr Ern Subj Cnty Tax MTD,

County Tax: Gross Erngs QTD + PCS: Erngs Subj County Tax QTD,
County Tax: Former Gross QTD + PCS: Frmr Ern Subj Cnty Tax QTD,

County Tax: Gross Erngs YTD + PCS: Erngs Subj County Tax YTD,
County Tax: Former Gross YTD + PCS: Frmr Ern Subj Cnty Tax YTD

D. County Tax: TSP Cy Ded MTD, QTD, YTD, (fields contain TSP CATCH-UP)
County Tax: Former TSP MTD, QTD, YTD (fields contain TSP CATCH-UP)

E. County Tax: Erngs MTD + PCS: Erngs Subj County Tax MTD, (fields contain TSP CATCH-UP)
County Tax: Former Earnings MTD + PCS: Frmr Ern Subj Cnty Tax MTD, (fields contain TSP CATCH-UP)

County Tax: Erngs QTD + PCS: Erngs Subj County Tax QTD,
County Tax: Former Earnings QTD + PCS: Frmr Ern Subj Cnty Tax QTD,

County Tax: Erngs YTD + PCS: Erngs Subj County Tax YTD,
County Tax: Former Earnings YTD + PCS: Frmr Ern Subj Cnty Tax YTD

F. County Tax: MTD + PCS: County Tax Withheld MTD,
County Tax: Former W/H MTD + PCS: Frmr W/H Subj Cnty Tax MTD,

County Tax: QTD + PCS: County Tax Withheld QTD,
County Tax: Former W/H QTD + PCS: Frmr W/H Subj Cnty Tax QTD,

County Tax: YTD + PCS: County Tax Withheld YTD,
County Tax: Former W/H YTD + PCS: Frmr W/H Subj Cnty Tax YTD

G. Total of E

H. Total of F

I. Total of C

J. Total of D

K. Employee Count

CITY

A. SSN

B. Employee Name (Last, First, MI, Gen)

C. City Tax: Gross Erngs MTD + PCS: Erngs Subj City Tax MTD,
City Tax: Former Gross MTD + PCS: Frmr Ern Subj City Tax MTD,

City Tax: Gross Erngs QTD + PCS: Erngs Subj City Tax QTD,
City Tax: Former Gross QTD + PCS: Frmr Ern Subj City Tax QTD,

City Tax: Gross Erngs YTD + PCS: Erngs Subj City Tax YTD,
City Tax: Former Gross YTD + PCS: Frmr Ern Subj City Tax YTD

D. Blank if Local Tax Entity: Code (2) = '003' or '004'
Else
City Tax: TSP Cy Ded MTD, QTD, YTD (fields contain TSP CATCH-UP)
City Tax: Former TSP MTD, QTD, YTD (fields contain TSP CATCH-UP)

E. City Tax: Erngs MTD + PCS: Erngs Subj City Tax MTD, (fields contain TSP CATCH-UP)
City Tax: Former Earnings MTD + PCS: Frmr Ern Subj City Tax MTD, (fields contain TSP CATCH-UP)

City Tax: Erngs QTD + PCS: Erngs Subj City Tax QTD,
City Tax: Former Earnings QTD + PCS: Frmr Ern Subj City Tax QTD,

City Tax: Erngs YTD + PCS: Erngs Subj City Tax YTD,
City Tax: Former Earnings YTD + PCS: Frmr Ern Subj City Tax YTD

F. City Tax: MTD + PCS: City Tax Withheld MTD,
City Tax: Former W/H MTD + PCS: Frmr W/H Subj City Tax MTD,

City Tax: QTD + PCS: City Tax Withheld QTD,
City Tax: Former W/H QTD + PCS: Frmr W/H Subj City Tax QTD,

City Tax: YTD + PCS: City Tax Withheld YTD,
City Tax: Former W/H YTD + PCS: Frmr W/H Subj City Tax YTD

G. Total of E

H. Total of F

I. Total of C

J. Total of D

K. Employee Count

L. Taxable Exempt FEHB

M. Total of L

N. TFBP CITY MTD AMT or TFBP CITY QTD AMT or TFBP CITY YTD AMT

O. Total of N

P. FSA HC: CTY MTD DED or FSA HC: CTY QTD DED or FSA HC: CTY YTD DED
FSA HC: FRMR CTY MTD DED or FSA HC: FRMR CTY QTD DED or FSA HC: FRMR CTY YTD DED

Q. FSA DC: CTY MTD DED or FSA DC: CTY QTD DED or FSA DC: CTY YTD DED
FSA DC: FRMR CTY MTD DED or FSA DC: FRMR CTY QTD DED or FSA DC: FRMR CTY YTD DED

R. Total of P

S. Total of Q

REPORT 408 **(STATE) (COUNTY) (CITY) TAX W/H REPORT NON-PERSONNEL ACTION CASH AWARDS** PAYROLL

PURPOSE: To provide required monthly, quarterly, or annual reporting to State, County, or City taxing authorities for awards paid through the Non-Personnel Action Cash Awards process.

CONTENT: Award recipients with taxes withheld.

SEQUENCE: Selective by Center, State, County, or City.
Sequenced by Center, Award Recipient Name.
Totals by State, County, or City based upon user selection and Agency.

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                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    408                               NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                            INSTALLATION NAME                                             DATE:
                                                                                                                       TIME:

                                           NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
                                           (STATE) (COUNTY) (CITY) TAX WITHHOLDING REPORT
                                                  NON-PERSONNEL ACTION CASH AWARDS
                                            (MONTH) (QUARTER) (ANNUAL)  ENDING MM/DD/YY



                                                                                                        TAXABLE            TAX
   SSN     NAME                                        GROSS EARNINGS      TSP DED    TAX-E-FEHB        EARNINGS         WITHHELD
121212121  BARKSTOL, JACKSON T.                            11,797.00                                   11,269.00           310.32

AAAAAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB      CCC,CCC.CC                QQ,QQQ,QQQ.QQ      EEE,EEE.EE        FF,FFF.FF
AAAAAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB      CCC,CCC.CC                QQ,QQQ,QQQ,QQ      EEE,EEE.EE        FF,FFF.FF
AAAAAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB      CCC,CCC.CC                QQ,QQQ,QQQ.QQ      EEE,EEE.EE        FF,FFF.FF



   TOTALS     RECIPIENTS = KK,KKK                      II,III,III.II               RR,RRR,RRR.RR   GG,GGG,GGG.GG     H,HHH,HHH.HH



GRAND TOTAL   EMPS/RECIPIENTS = LLL,LLL                MM,MMM,MMM.MM    NNN,NNN.NN  SS,SSS,SSS.SS   OO,OOO,OOO.OO    PP,PPP,PPP.PP





                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Recipient SSN
B. Award Recipient Name (Last, First, MI, Gen)
C. Award Gross Amount
G. Total of E
H. Total of F
I. Total of C
K. Count of Award Recipients
L. Total of K*
M. Total of I*
N. J from page 1
O. Total of G*
P. Total of H*

* Includes Totals From Both Parts of Report

STATE

E. Award Gross Amount (if Award State Tax Code not = blank)
F. Award State Tax Deduction Amount
Q. TAX-E-FEHB
R. Total of Q
S. Total of R

CITY

E. Award Gross Amount (if Award City Tax Code not = blank)
F. Award City Tax Deduction Amount
Q. TAX-E-FEHB
R. Total of Q
S. Total of R

SELECTION CRITERIA:

Include all awards with the following criteria:

- Installation equals user designated center code
- Award Payment Date within the requested reporting period
- Award Pyrl Updt Ind = blank (employee not administered for pay)

REPORT 415 **FEDERAL WITHHOLDING TAXES (FIT, FICA, HIT)** PAYROLL

PURPOSE: To provide quarterly reporting to the Social Security Administration and the Internal Revenue Service.

CONTENT: All withholdings for FIT, FICA & HIT.

SEQUENCE: Selective By Center, SSN, Employee Name, Pay Block: Processing, SSN or Pay Block: Processing, Employee Name.
Totals by Pay Block: Processing, Center, and Agency.
Page break by Center, Pay Block: Processing.

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                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  415                                  NASA PERSONNEL AND PAYROLL SYSTEM                               PAGE:
SEQUENCE BY:                                             INSTALLATION NAME                                       DATE:
                                                                                                                 TIME:
                                             QUARTERLY (VARIABLE) TAX WITHHOLDING REPORT
                                                          AS OF MM/DD/YY

                                                          ------ QUARTERLY ------  ---- YEAR TO DATE -----  -- GOVT CONTRIBUTION ---
 PB  SSN        EMPLOYEE NAME                                  DED         WAGES        DED        WAGES          QTD          YTD
 02  123456789  LOVEJOY, JAMES L.                             229.84    15,854.40      229.84    15,854.40       229.84       229.84

                                          TOTAL               229.84    15,854.40      229.84    15,854.40       229.84       229.84

 AA  BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC  DDDDDDD.DD  EEEEEEEE.EE  FFFFFFF.FF  GGGGGGGG.GG  HHHHHHHH.HH  IIIIIIII.II


                                          *** TOTALS LINE








                                                  SUBJECT TO PRIVACY ACT OF 1974
```

FIT

A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. Federal Tax: QTD + PCS: Fed Tax Ded QTD
E. Taxable Earnings: QTD + PCS: Fed Tax Erngs QTD
F. Federal Tax: YTD + PCS: Fed Tax Withheld YTD
G. Taxable Earnings: YTD + PCS: Earngs Subj Fed Tax YTD

FICA

A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. FICA: QTD
E. FICA: Earnings QTD
F. FICA: YTD
G. FICA: Earnings YTD
H. FICA: Govt Contr QTD
I. FICA: Govt Contr YTD

HIT

A. Pay: Block Processing
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. HIT: QTD
E. HIT: Earnings QTD
F. HIT: YTD
G. HIT: Earnings YTD
H. HIT: Govt Contr QTD
I. HIT: Govt Contr YTD

SELECTION CRITERIA:

User selects type of report (i.e. FIT, FICA, HIT). User can select one or as many reports as he wants in any combination. At end of quarter program produces all 3 reports regardless of user selection.

REPORT 415 FEDERAL WITHHOLDING TAXES (FIT, FICA, HIT) NON-PERSONNEL ACTION CASH AWARDS PAYROLL

PURPOSE: To provide quarterly reporting to the Social Security Administration and the Internal Revenue Service for awards paid through the Non-Personnel Action Cash Awards system.

CONTENT: All withholdings for FIT, FICA, and HIT.

SEQUENCE: Selective by Center, Award Recipient SSN or Award Recipient Name. Totals by Center and Agency.

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                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    415                                NASA PERSONNEL AND PAYROLL SYSTEM                                   PAGE:
SEQUENCED BY:                                           INSTALLATION NAME                                            DATE:
                                                                                                                     TIME:

                                           QUARTERLY (VARIABLE) TAX WITHHOLDING REPORT
                                                         AS OF MM/DD/YY


                                                           ------- QUARTERLY ------  ---- YEAR TO DATE ----   -- GOVT CONTRIBUTION _
    SSN        EMPLOYEE NAME                                     DED        WAGES         DED        WAGES        QTD           YTD

    BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC   DDDDDDD.DD  EEEEEEEE.EE  FFFFFFF.FF  GGGGGGGG.GG  HHHHHHH.HH  IIIIIIII.II
    BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC   DDDDDDD.DD  EEEEEEEE.EE  FFFFFFF.FF  GGGGGGGG.GG  HHHHHHH.HH  IIIIIIII.II
    BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC   DDDDDDD.DD  EEEEEEEE.EE  FFFFFFF.FF  GGGGGGGG.GG  HHHHHHH.HH  IIIIIIII.II


               *** TOTALS LINE

    GRAND TOTAL                                            JJJJJJJ.JJ  KKKKKKKK.KK  LLLLLLL.LL  MMMMMMMM.MM  NNNNNNN.NN  OOOOOOOO.OO









                                                  SUBJECT TO PRIVACY ACT OF 1974
```

B. Award Recipient SSN

C. Award Recipient Name (Last, First, MI, Gen)

FIT

D. Award Federal Tax Deduction Amount (QTD)

E. Award Gross Amount (QTD)

F. Award Federal Tax Deduction Amount (YTD)

G. Award Gross Amount (YTD)

FICA

D. Award OASDI Deduction Amount (QTD)

E. Award OASDI Earnings Amount (QTD)

F. Award OASDI Deduction Amount (YTD)

G. Award OASDI Earnings Amount (YTD)

H. Award OASDI Govt Cntrbtn Amt (QTD)

I. Award OASDI Govt Cntrbtn Amt (YTD)

HIT

D. Award HIT Deduction Amount (QTD)

E. Award HIT Earnings Amount (QTD)

F. Award HIT Deduction Amount (YTD)

G. Award HIT Earnings Amount (YTD)

H. Award HIT Govt Cntrbtn Amt (QTD)

I. Award HIT Govt Cntrbtn Amt (YTD)

J. Total of D

K. Total of E

L. Total of F

M. Total of G

N. Total of H

O. Total of I

SELECTION CRITERIA:

User selects type of report (i.e., FIT, FICA, HIT). User can select one or as many reports as desired in any combination. At end of quarter, program produces all 3 reports regardless of user selection.

- Installation equals user designated center code
- Award Payment Date within current reporting period
- Award Pyrl Updt Ind = blank (employee not administered for pay)

REPORT 413 SF 2806 CSRS INDIVIDUAL RETIREMENT RECORD PAYROLL

PURPOSE: To record of individual transactions to submission for OPM at termination.

CONTENT: All enrolled employees.

SEQUENCE: By Center, Employee Name.

REPORT 413 SF 2806 CSRS INDIVIDUAL RETIREMENT RECORD
DATA ELEMENTS:

---

1. Employee Name (Last, First, Mi, Gen)
2. Date Of Birth
3. SSN
4. 'NASA' (literal)
5. Installation: Name
6. Installation: Address
7. Installation: Payroll Office Num
13. Employee Name (Last, First, Mi, Gen)
    (Accesses Personnel History File And Obtains Last Three Name Changes Where NOAC = 780)

From HISTORY FILE (PAY-HIST-TWO & PER-HIST):

8. Effective Date
9. Year of (Pay-Ending-Date)
10. = CSRS: Deduction YTD + CSRS: Mil Dep YTD
    = FERS: YTD + FERS: Mil Dep YTD **
11. = CSRS: NASA Cum + CSRS: Mil Dep Cum
    = FERS: NASA Cum + FERS: Mil Dep Cum **
14. NOAC: Description and NOAC NTE Date Hist if present
15. If New Salary Annual > 0
      New Salary Annual
    Else
      Old Salary Annual
16. 'Convert From FERS' (literal) **

From CURRENT FILE (PAY-MASTER & MER-FILE & PER-MASTER):

8. Termination Date
9. Year of (Pay Cntl: Current PP Ending Date)
10. = CSRS: Deduction YTD + CSRS: Mil Dep YTD
    = FERS: YTD + FERS: Mil Dep YTD **
11. = CSRS: NASA Cum + CSRS: Mil Dep Cum
    = FERS: NASA Cum + FERS: Mil Dep Cum **
14. = Termination Code: Description
    = Termination Code: Description + Agency Code: Transferred to
      If Termination Code = '352'
15. Salary
16. Convert From FERS' (literal) **

** NOTE: Employees Converted From FERS To CSRS:

If FERS:YTD Not = 0 Or
FERS: Mil Dep YTD Not = 0 Or
FERS: NASA Cum Not = 0 Or
FERS: Mil Dep Cum Not = 0

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Duty Status Equal 'Z' ##
- Reactivation Indicator Equal 0
- From **HISTORY File**, select
- NOAC not equal blank
- CSRS Employees:
  (CSRS: Deduction YTD > 0 or CSRS: Mil Dep Cum > 0 or
  CSRS: Mil Dep YTD > 0 or CSRS: NASA Cum > 0)
- Duty Status = 'Z' or Pay Period Number = 26 or 27 (Only Select Year End)
- From **CURRENT File**, select
- (CSRS: B/W + CSRS: Govt Contr B/W + CSRS: Mil Dep B/W) > 0
- Retirement Plan = '1' '6' 'R' 'T' 'C' 'E'
- (CSRS: Deduction YTD + CSRS: Mil Dep YTD not equal 0
  or
  CSRS: NASA Cum + CSRS: Mil Dep Cum not equal 0
  or
  FERS: YTD + FERS: Mil Dep YTD not equal 0
  or
  FERS: NASA Cum + FERS: Mil Dep Cum not equal 0)

If last pay period, report all active employees followed after, replaced by Duty Status not equal 'Z'

REPORT 416 OPM 1525 CSRS ANNUAL SUMMARY RETIREMENT FUND TRANSACTIONS

PAYROLL

PURPOSE: To report annual transactions to Office of Personnel Management.

CONTENT: All employees

SEQUENCE:

DATA ELEMENTS:

A. Agency Name
B. Payroll Office Number
C. Installation Address
D. Year End Date
1. Total of (CSRS: PYCO + CSRS: Mil PYCO + CSRS: Civ Serv Cr PYCO)
2. Not Used
3. Same value as line 1
4A. Total of (CSRS: Cum Transferred In + CSRS: Mil Dep Trnsfer In + Civil Serv Credit: Tran In)
4B. Not Used
4. Same value as line 4A
5. 1 + 4A
6. Total of CSRS: Deduction YTD
7. Total of (CSRS: Mil Dep YTD + Civil Serv Credit: YTD)
8. 5 + 6 + 7
9A. Total of (CSRS: Tran Out + CSRS Mil: Tran Out + CSRS: Civ Serv Cr Tran Out)
if Duty Status = 'Z' and NOAC = 702T, 713T, 721T or 792T
(i.e. employee separated and transferred to another NASA installation during pay year)
9B. Total of (CSRS: Tran Out + CSRS Mil: Tran Out + CSRS: Civ Serv Cr Tran Out)
if Duty Status = 'Z' and NOAC not = 702T, 713T, 721T or 792T
(i.e. employee separated but did not transfer to another NASA installation during pay year)
9C. Total of (CSRS: Tran Out + CSRS Mil: Tran Out + CSRS: Civ Serv Cr Tran Out)
if Duty Status not = 'Z' and NOAC = 803 and old Retirement Plan = C or E and new Retirement Plan = K, L, M, or N
(i.e. employee converted from CSRS to FERS during pay year)
9D. Not Used
9. 9A + 9B + 9C
10. Total of (CSRS: NASA Cum + CSRS: Mil Dep Cum + Civil Serv Credit: Cum)
11. Count of employees with Retirement Plan = 1, 6, C, E, R and T and Duty Status not = 'Z'

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Retirement Plan = 1, 6, C, E, R, or T
  or
  CSRS: PYCO > 0 or CSRS: Mil PYCO > 0 or CSRS: Civ Serv Cr PYCO > 0
  or
  CSRS: Tran Out > 0 or CSRS Mil: Tran Out > 0 or CSRS: Civ Serv Cr Tran Out > 0

REPORT 414 **SF 3100 FERS INDIVIDUAL RETIREMENT RECORD** PAYROLL

PURPOSE: To record of all individual transactions for submission to OPM at termination.

CONTENT: All enrolled employees.

SEQUENCE: By Center, Employee Name

DATA ELEMENTS:

1. Employee Name (Last, First, Mi, Gen)
2. Date Of Birth
3. SSN
4. 'NASA' (literal)
5. Installation: Name
6. Installation: Address
7. Installation: Payroll Office Num
13. Employee Name (Last, First, Mi, Gen)
    (Accesses Personnel History File And Obtains Last Three Name Changes Where NOAC = 780)

From HISTORY FILE (PAY-HIST-TWO & PER-HIST):

8. Effective Date
9. Year of (Pay-Ending-Date)
10. = FERS: YTD + FERS: Mil Dep YTD
    = CSRS: Deduction YTD + CSRS: Mil Dep YTD **
11. = FERS: NASA Cum + FERS: Mil Dep Cum
    = CSRS: NASA Cum + CSRS: Mil Dep Cum **
14. NOAC: Description and NOAC NTE Date Hist if present
15. If New Salary Annual > 0
        New Salary Annual
    Else
        Old Salary Annual
16. 'Convert to CSRS' (literal) **

From CURRENT FILE (PAY-MASTER & MER-FILE & PER-MASTER):

8. Termination Date
9. Year of (Pay Cntl: Current PP Ending Date)
10. = FERS: YTD + FERS: Mil Dep YTD
    = CSRS: Deduction YTD + CSRS: Mil Dep YTD **
11. = FERS: NASA Cum + FERS: Mil Dep Cum
    = CSRS: NASA Cum + CSRS: Mil Dep Cum **
14. = Termination Code: Description
    = Termination Code: Description + Agency Code: Transferred to
        If Termination Code = '352'
15. Salary
16. 'Convert to CSRS' (literal) **

** NOTE: Employees Converted From FERS To CSRS:

```
If CSRS Deduction YTD    Not = 0   Or
     CSRS: Mil Dep YTD   Not = 0   Or
     CSRS: NASA Cum      Not = 0   Or
     CSRS: Mil Dep Cum   Not = 0
```

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equals User Designated Center Code
- Duty Status Equal 'Z' ##
- Reactivation Indicator Equal 0

From **HISTORY Fil**e, select

-- NOAC not equal blank

-- CSRS Employees:
(FERS: Deduction YTD > 0 or FERS: Mil Dep Cum > 0 or
FERS: Mil Dep YTD > 0 or FERS: NASA Cum > 0)

-- Duty Status = 'Z' or Pay Period Number = 26 or 27 (Only Select Year End)

From **CURRENT File**, select

-- (FERS: B/W + FERS: Govt Contr B/W + FERS: Mil Dep B/W) > 0

-- Retirement Plan = 'M', 'N', or 'K'

-- (FERS: Deduction YTD + FERS: Mil Dep YTD not equal 0 or
FERS: NASA Cum + FERS: Mil Dep Cum not equal 0 or
CSRS: YTD + CSRS: Mil Dep YTD not equal 0 or
CSRS: NASA Cum + CSRS: Mil Dep Cum not equal 0)

NOTE: If last pay period, report all active employees followed after, replaced by Duty Status not equal 'Z'

REPORT 417 OPMS 1564 FERS ANNUAL SUMMARY RETIREMENT FUND TRANSACTIONS PAYROLL

PURPOSE: To report annual transactions to Office of Personnel Management.

CONTENT: All enrolled employees.

SEQUENCE:

DATA ELEMENTS:

A. Agency Name

B. Payroll Office Number

C. Installation Address

D. Year End Date

1. Total of (FERS: PYCO + FERS: Mil PYCO)

2. Same value as line 2B

2A. Not Used

2B. Total of (FERS: Tran In + FERS: Mil Dep Trnsfer In)

3. 1. + 2.

```
IF "FERS:YTD" =
    FERS Deduction Code K YTD Amount +
    FERS Deduction Code L YTD Amount +
    FERS Deduction Code M YTD Amount +
    FERS Deduction Code N YTD Amount
THEN
    4.  =  FERS Deduction Code K YTD Amount
    5.  =  FERS Deduction Code N YTD Amount
    6.  =  FERS Deduction Code L YTD Amount +
          FERS Deduction Code N YTD Amount
OTHERWISE
    The total FERS: YTD Amount is placed into 4, 5, or 6 dependent upon the value of the
    employee's RETIREMENT PLAN.

    4.  =  Total of (FERS: YTD) if Retirement Plan = K or Retirement Plan not = L, M or N
    5.  =  Total of (FERS: YTD) if Retirement Plan = N
    6.  =  Total of (FERS: YTD) if Retirement Plan = L or M
```

7. Total of (FERS: Mil Dep YTD)

8. 3. + 4. + 5. + 6. + 7.

9. Total of (FERS: Tran Out + FERS: Mil Tran Out)

10. Total of (FERS: NASA Cum + FERS: Mil Dep Cum)

11. Count of employee with Retirement Plan = K, L, M or N and Duty Status not = 'Z'

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equal user designated center code
- Retirement Plan equals K, L, M or N or
  FERS: PYCO > 0 or FERS: MIL PYCO > 0or
  FERS: Tran Out > 0 or FERS: Mil Tran Out > 0

REPORT 405 **FULL TIME EQUIVALENT (FTE) REPORT** PAYROLL

PURPOSE: To provide biweekly work hour reporting to HQ, by type of employee, to control the center's Civil Service staffing.

CONTENT: All active employees, ceiling and non-ceiling.

SEQUENCE: By Center, FTE Line Item, Tenure Code, Position: Type, Work Schedule
Totals by FTE Line Item and Center

```
REPORT NO:  405                        NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
 SEQUENCE BY:                                   INSTALLATION NAME                                             DATE:
                                        FULL TIME EQUIVALENT (FTE) REPORT                                     TIME:
                                                   AS OF MM/DD/YY

 -------PERSONNEL MANAGEMENT------                                                                            STATUS
      CLASSIFICATION REPORTED         NO. OF EMPLS                                                            CHANGE
 FTE   TENURE   POSITION  WORK/SCH       PAID           BASE/HRS   OVERTIME/HRS   ACCESSIONS   SEPARATIONS    COUNT
 AA    BB       CC        DD          EEEEE            FFFFFF.FF   GGGGG.GG       HHHH         IIII           JJJ
       BB       CC        DD          EEEEE            FFFFFF.FF   GGGGG.GG       HHHH         IIII           JJJ

                          SUBTOTAL    KKKKK            LLLLLL.LL   MMMMM.MM       NNNN         OOOO           PPP


                QQQQ      CENTER      RRRRR            SSSSSS.SS   TTTTT.TT       UUUU         VVVV           WWW
```

REPORT 405 FULL TIME EQUIVALENT (FTE) REPORT
DATA ELEMENTS

A. FTE Line Item

B. Tenure Code

C. Position: Type

D. Work Schedule (Derived From Code)

E. Count of Employees in Category

F. Regular Hours: B/W +
Annual Leave: Used B/W +
Sick Leave: Used B/W +
Comp Time: Used B/W +
Holiday Leave: Used B/W +
Restored Leave: Used B/W +
Military Leave: Used B/W Hours +
Comp Time: Relig Used B/W +
Administrative Leave: Used B/W +
Excused Leave: Used B/W +
COP Leave: Hours Used B/W +
Graduate Leave: Used B/W +
Jury Leave: Used B/W +
Court Leave: Used B/W +
Credit Hours: Used B/W +
Home Leave: Hours Used B/W +
Employee Time Off Award Hours +
Current Used Quantity +
Base Hours: Adj B/W

G. Total Overtime: Hours B/W + Total Overtime: Hours Adjustment + Holiday Hours: B/W + Hol/Wrk: Cur Adj Hrs

H. Number of New Employees if New Employee Indicator = 'Y'

I. Count of Separations if (Nature of Action Code = '3....' or '...T') and (Pay Cntl: Current PP Begin Date <= Mature Process Date <= Pay Cntl: Current PP Ending Date)

J. Count of Status Changes if (Old FTE Line Item not = New FTE Line Item and Old FTE Line Item not = ' ') and (Pay Cntl: Current PP Begin Date <= Mature Process Date <= Pay Cntl: Current PP Ending Date)

K. Count of Paid Employees in FTE Category

L. Total Base Hours in FTE Category

M. Total Overtime Hours in FTE Category

N. Total New Employees in FTE Category

O. Total Separations in FTE Category

P. Total Changes in Status Per FT E Category

Q. Center Code

R. Center total of K

S. Center total of L

T. Center total of M

U. Center total of N

V. Center total of O

W. Center total of P

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Records in current pay period

REPORT 304 **FULL TIME EQUIVALENT (FTE) WORK YEAR REPORT** PAYROLL

PURPOSE: To provide the Human Resources and the Budget Offices with current cumulative work-year data for use in managing labor.

CONTENT: All employees paid to date this fiscal year. Report is provided biweekly.

SEQUENCE: FTE line item hours subtotaled by categories of employment, ceiling/non-ceiling, and totaled by center. Page break by center.

```
REPORT NO:  304                          NASA PERSONNEL AND PAYROLL SYSTEM                                        PAGE:
SEQUENCE BY:                                     INSTALLATION NAME                                                DATE:
                                     FULL TIME EQUIVALENT (FTE) WORK YEAR REPORT                                  TIME:
                                                   AS OF MM/DD/YY


                               EMPLOYEES PAID/                           WK YR EQ      WK HRS           WK YRS       CUM. AVE.
FTE CATEGORY                   HOURS PAID           P/P FTE'S            FOR P/P        YTD              YTD        EMPLOYMENT
05  FULL-TIME PERMANENT               3624               3659             140.74       841.51           841.51         3683.00
    REGULAR TIME                    289467               3618             139.17       826.86           826.86         3653.70
    OVERTIME                          3263                 41               1.57        14.65            14.65           29.30

OO  ZZZZZZZZZZZZZZZZZZZ            YYYYYYY        CCCCCCCC.CC     FFFFFFFF.FF     IIIIIIII.II      PPPPPPPP.PP     LLLLLLLL.LL
    REGULAR TIME                AAAAAAA.AA        DDDDDDDD.DD     GGGGGGGG.GG     JJJJJJJJ.JJ      QQQQQQQQ.QQ     MMMMMMMM.MM
    OVERTIME                    BBBBBBB.BB        EEEEEEEE.EE     HHHHHHHH.HH     KKKKKKKK.KK      RRRRRRRR.RR     NNNNNNNN.NN
```

A. Current Base Hours Paid =

Regular Hours: B/W	+	Annual Leave: Used B/W	+
Sick Leave: Used B/W	+	Holiday Leave: Used B/W	+
Restored Leave: Used B/W	+	Military Leave: Used B/W Hours	+
Comp Time: Relig Used B/W	+	Administrative Leave: Used B/W	+
Excused Leave: Used B/W	+	COP Leave Hours: Used B/W	+
Graduate Leave: Used B/W	+	Jury Leave: Used B/W	+
Court Leave: Used B/W	+	Credit Hours: Used B/W	+
Home Leave: Used B/W	+	Comp Time: Used B/W	+
Employee Time Off Award Hours	+	Current Used Quantity	+

Base Hours: Adj B/W (If total value greater than 80, use 80)

B. Total Overtime: Hours B/W

Total Overtime: Hours B/W	+	Overtime: Hours Adjustment	+
Holiday Hours: B/W	+	Hol/Wrk: Cur Adj Hrs	+

Current Base Hours Paid (A) greater than 80

C. D + E
D. A / 80
E. B / 80
F. G + H
G. A / 2080
H. B / 2080
I. J + K
J. Total of A Year-to-Date*
K. Total of B Year-to-Date**
L. M + N
M. ((A Year-to-Date* / 2080) / No. of Pay Periods YTD) * 26
N. ((B Year-to-Date** / 2080) / No. of Pay Periods YTD) * 26
O. FTE Line Item
P. Q + R
Q. J / 2080
R. K / 2080
Y. Number of employees in category
Z. Titles included in report format

Categories	FTE Line Items
Full Time Permanent	3, 5, 6, 20, 23
Other Employment	1, 2, 10, 11
Part-Time Permanent	4, 7, 21
Full-Time Temporary	12, 15, 18, 19
Part-Time Temporary	13, 16
Intermittent	8, 9, 14, 17, 22
Ceiling Totals	Total
Non-Ceiling	26, 27
Non-Ceiling Totals	26 + 27
Center Totals	Grand Total

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Current fiscal year History data for the current fiscal year to date.# First pay period of the new fiscal year begins in September (PP Beginning Date) and ends in October (PP Ending Date).

* Pay History Fields = Base Hrs B/W Hist + Base Hrs Adj Hist

** Pay History Fields = Overtime Hrs B/W Hist + Overtime Hrs Adj Hist

# Current Fiscal Year data must exist in NPPS for this report to be accurate

REPORT 313 FULL TIME EQUIVALENT (FTE) STATUS CHANGE REPORT

PAYROLL

PURPOSE: To provide a report to be used by the Human Resources Office to track and control the center's civil service staffing.

CONTENT: Employees whose FTE status has changed since the previous pay period.

SEQUENCE: By Center, FTE Line Item (Prior), SSN
Page break by Center.

```
                                              SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  313                             NASA PERSONNEL AND PAYROLL SYSTEM                                   PAGE:
 SEQUENCE BY:                                        INSTALLATION NAME                                           DATE:
                                         FULL TIME EQUIVALENT (FTE) STATUS CHANGE REPORT                         TIME:
                                                       AS OF MM/DD/YY



   FTE  SSN          ORG.     NAME                                BASE/HRS  NOAC       PLAN OCC    NCC     GRADE STEP  TYPE
   PR                PR                                            OT/HRS   EFFDTE     PR   PR     PR      PR    PR    PR
   CUR               CUR                                                               CUR  CUR    CUR     CUR   CUR   CUR

   AA   CCCCCCCCC   DDDDD     EEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEE  FFF.FF   GGG.GG     HH   JJJJJ  RRRRR   LL    TT    N
   BB               VVVVV                                          PPP.PP   QQ/QQ/QQ   II   KKKKK  SSSSS   MM    UU    O













                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. FTE Line Item (Prior)
B. FTE Line Item (Current)
C. SSN
D. Organization: Assigned (Prior)
E. Employee Name(Last, First, MI, Gen)
F. Base Hours: B/W
G. Nature of Action: Code
H. Pay Plan (Prior)
I. Pay Plan (Current)
J. Occupational Code (Prior)
K. Occupational Code (Current)
L. Grade: Prior
M. Grade: Current
N. Position: Type (Prior)
O. Position: Type (Current)
P. Overtime: Hours B/W + Overtime: Hours Adjustment
Q. Effective Date
R. NASA Classification Code (Prior)
S. NASA Classification Code (Current)
T. Step (Prior)
U. Step (Current)
V. Organization: Assigned (Current)

SELECTION CRITERIA::

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Effective date between pay period start date and pay period ending date
- New Employee Indicator equal blank (excludes accessions)
- Prior FTELI not equal blank

REPORT 310 OVERTIME REPORT

PURPOSE: To provide center organizations with current pay period information on overtime and holiday worked and leave used.

CONTENT: All employees who worked overtime or holiday hours.

SEQUENCE: By Center, Organization: Assigned, Pay Plan, Grade, Employee Name
Totals By Section, Branch, Division, Directorate
Page breaks by Center, Branch, Division, Directorate

```
                                                             SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:   310                                        NASA PERSONNEL AND PAYROLL SYSTEM                                         PAGE:
 SEQUENCE BY: ORGANIZATION, NAME                                INSTALLATION NAME                                                  DATE:
                                                                 SSSSSSSSSSSSSSSSSSSSS                                             TIME:
                                                                    OVERTIME REPORT
                                                                     AS OF MM/DD/YY


                                    G
                               F    R
                               A    A       ----------------- CURRENT ---------------    ------------ FISCAL YEAR TO DATE -----------
                               C    D       OT HRS    OT ERNGS       HOLIDAY  HOLIDAY    OT HRS     OT ERNGS       HOLIDAY    HOLIDAY
ORG.  NAME                     L PL E  ST   CT HR PD  CT ERNGS       HRS      PREM PAY   CT HR PD   CT ERNGS       HRS WKED   PREM PAY
----- ------------------------ - -- -- --   --------  -----------    -------  --------   --------   -----------    --------   ---------
AAAAA BBBBBBBBBBBBBBBBBBBBBBBB C DD EE FF   GGG.GG    HH,HHH,HHH.HH  II.II    J,JJJ.JJ   M,MMM.MM   NN,NNN,NNN.NN  OOO.OO     P,PPP.PP
                                            KKK.KK         L,LLL.LL                      Q,QQQ.QQ       RR,RRR.RR



SECTION TOTALS                           TT,TTT.TT    UU,UUU,UUU.UU  V,VVV.VV WW,WWW.WW  ZZ,ZZZ.ZZ  aa,aaa,aaa.aa  bb,bbb.bb  cc,ccc.cc
                                         XX,XXX.XX        YY,YYY.YY                      dd,ddd.dd     eee,eee.ee

BRANCH TOTALS                            TT,TTT.TT    UU,UUU,UUU.UU  V,VVV.VV WW,WWW.WW  ZZ,ZZZ.ZZ  aa,aaa,aaa.aa  bb,bbb.bb  cc,ccc.cc
                                         XX,XXX.XX        YY,YYY.YY                      dd,ddd.dd     eee,eee.ee

DIVISION TOTALS                         TTT,TTT.TT                  VV,VVV.VV           ZZZ,ZZZ.ZZ                bbb,bbb.bb
                                                      UU,UUU,UUU.UU          WWW,WWW.WW             aa,aaa,aaa.aa            ccc,ccc.cc
                                        XXX,XXX.XX       YYY,YYY.YY                     ddd,ddd.dd   e,eee,eee.ee

DIRECTORATE TOTALS                      TTT,TTT.TT                  VV,VVV.VV           ZZZ,ZZZ.ZZ                bbb,bbb.bb
                                                      UU,125UUU,UUU.UU       WWW,WWW.WW             aa,aaa,aaa.aa            ccc,ccc.cc
                                        XXX,XXX.XX       YYY,YYY.YY                     ddd,ddd.dd   e,eee,eee.ee

CENTER TOTALS                         T,TTT,TTT.TT                 VVV,VVV.VV         Z,ZZZ,ZZZ.ZZ              b,bbb,bbb.bb
                                                      UU,UUU,UUU.UU        W,WWW,WWW.WW             aa,aaa,aaa.aa          c,ccc,ccc.cc
                                       X,XXX,XXX.XX                                   d,ddd,ddd.dd
                                                       Y,YYY,YYY.YY                                 ee,eee,eee.ee


                                                           SUBJECT TO PRIVACY ACT OF 1974
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A. Organization: Assigned. Digits: 12345
   1 = Directorate
   2 = Division
   3 = Branch
   4 = Section
   5 = Office
B. Employee Name
C. Facility Code
D. Pay Plan
E. Grade
F. Step
G. Overtime: Hours B/W + Overtime: Hours Adjustment
H. Overtime: Earnings B/W + Overtime: Earnings Adjustment
I. Holiday Hours: B/W + Hol/Wrk: Cur Adj Hrs

J. Holiday Earnings: B/W + Holiday/Wked: Current Adj Erngs
K. Comp Time: Hrs Paid B/W
L. Comp Time: Cur CT Paid Amount
M. Overtime: Hours B/W Hist + Overtime: Hours Adj Hist
N. Overtime: Earnings B/W Hist + Overtime: Earnings Adj Hist
O. Holiday Hours: B/W Hist + Holiday/Wked: Cur Adj Hist
P. Holiday Earnings: B/W Hist + Hol/Wkend: Cur Adj Erngs Hist
Q. Comp Time: Hrs Paid B/W Hist
R. Comp Time: Hours Paid B/W Hist
S. If the user designated a Facility code, the Facility Name will be derived from the Facility Table
T. Section, Branch, Division, Directorate, and Center totals of G
U. Section, Branch, Division, Directorate, and Center totals of H
V. Section, Branch, Division, Directorate, and Center totals of I
W. Section, Branch, Division, Directorate, and Center totals of J
X. Section, Branch, Division, Directorate, and Center totals of K
Y. Section, Branch, Division, Directorate, and Center totals of L
Z. Section, Branch, Division, Directorate, and Center totals of M
a. Section, Branch, Division, Directorate, and Center totals of N
b. Section, Branch, Division, Directorate, and Center totals of O
c. Section, Branch, Division, Directorate, and Center totals of P
d. Section, Branch, Division, Directorate, and Center totals of Q
e. Section, Branch, Division, Directorate, and Center totals of R

SELECTION CRITERIA::

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any Fiscal Year to Date value greater than 0
- Facility Code equals user designated Facility Code if entered

NOTE: If an employee has been in multiple Organizations during the fiscal year, the employee will be listed under each organization with the associated fiscal YTD totals. The current fields will only print with the current organization.

REPORT 311 (RELIGIOUS) (COMPENSATORY) TIME REPORT

PURPOSE: To provide organization management with a report on compensatory time, Religious or Regular, hours.

CONTENT: A list of employees who have compensatory time that will be forfeited if not used or extended by a specified date.

SEQUENCE: Selective By Center and Religious or Regular Compensatory Time
Sequence of one report by Organization: Assigned, Employee Name with page breaks by Organization: Assigned.
Sequence of one report by Pay Block:Processing, Employee Name or Pay Block:Processing, SSN with page breaks by Pay Block:Processing.

```
SUBJECT TO PRIVACY ACT OF 1974
  REPORT NO:  311                              NASA PERSONNEL AND PAYROLL SYSTEM                              PAGE:
  SEQUENCED BY:                                        INSTALLATION NAME                                      DATE:
                                                                                                              TIME:

                                                        (VARIABLE) TIME
                                                         AS OF MM/DD/YY

  PB  ORG  SSN                                                                                 BAL    <----CURRENT P/P------->
       NAME                 DATE->   12/14   12/28   01/11   01/25   02/08   02/22   03/07    AVAIL   EARNED     USED     FORF

  01 EA111 100031248                  0.00    0.00    0.00    0.00    8.00    0.00    0.00     8.00     0.00     0.00     0.00
     BROWN, R R                                   EXTENDED COMP TIME------------ TOTAL-  ---CUM HOURS---
                                                  STATUS  FRFTD DATE  THRU DATE  HOURS     USED   FRFTD

                                                    E                  12/31/93   40.00    10.00    0.00

                     ***     4.0 HOURS TO BE USED, PAID, OR FORFEITED BY NEXT P/P


                                     EE/EE   EE/EE   EE/EE   EE/EE   EE/EE   EE/EE   EE/EE

  AA BBBBB CCCCCCCCC                 KK.KK   KK.KK   KK.KK   KK.KK   KK.KK   KK.KK   KK.KK   FFF.FF   HHH.HH   III.II   JJJ.JJ
     DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD  EXTENDED COMP TIME------------ TOTAL-  ---CUM HOURS---
                                                  STATUS  FRFTD DATE  THRU DATE  HOURS     USED   FRFTD

                                                    aa     bb/bb/bb    cc/cc/cc  ddd.dd   eee.ee  fff.ff
                                                    aa     bb/bb/bb    cc/cc/cc  ddd.dd   eee.ee  fff.ff
                                                    aa     bb/bb/bb    cc/cc/cc  ddd.dd   eee.ee  fff.ff

                     ***   LL.LL HOURS TO BE USED, PAID, OR FORFEITED BY NEXT P/P


 PAYBLOCK TOTALS - PRIMARY                                                                   FFF.FF   HHH.HH   III.II   JJJ.JJ
                 - EXTENDED                                                      ddd.dd   eee.ee  fff.ff


 CENTER TOTALS   - PRIMARY                                                                   FFF.FF   HHH.HH   III.II   JJJ.JJ
                 - EXTENDED                                                      ddd.dd   eee.ee  fff.ff



                                                 SUBJECT TO PRIVACY ACT OF 1974
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RELIGIOUS COMPENSATORY

A. Pay Block: Processing
B. Organization: Assigned
C. SSN
D. Employee Name (Last, First, MI, Gen)
E. Pay Period Ending Date
F. Comp Time: Relig Balance
H. Comp Time: Relig Earned B/W
I. Comp Time: Relig Used B/W
J. Comp Time: Relig Forfeited B/W
K. Comp Time: Relig Hours (last 7 pay periods)
L. If Comp Time: Relig Hours ((7) - i.e., leftmost column) > 0: print message - Comp Time: Relig Hours (7) 'HRS TO BE USED, PAID, OR FORFEITED BY NEXT P/P'

COMPENSATORY

A. Pay Block: Processing
B. Organization: Assigned
C. SSN
D. Employee Name (Last, First, MI, Gen)
E. Pay Period Ending Date
F. Comp Time: Current Balance
H. Comp Time: Earned B/W
I. Comp Time: Used B/W + Comp Time: Extended Used B/W
J. Comp Time: Forfeited B/W + Comp Time: Extended Forf B/W
K. Comp Time: Hours
L. Sum of Comp Time: Hours(7) (if > 0) + d - e for each extended bucket whose Empl Extnd Thru Date falls in the next pay period
a. Empl Extnd CT Sts Code
b. Empl Extnd CT Orgnl Frftd Date
c. Empl Extnd CT Thru Date
d. Empl Extnd CT Hrs Qty
e. Empl Extnd CT Cumltv Used Qty
f. Empl Extnd CT Cumltv Frftd Qty

SELECTION CRITERIA - Religious:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Duty Status not = 'Z'
- Any Comp Time: Relig Hours (up to 7) not equal 0 or Comp Time: Relig Forfeited B/W not equal 0

SELECTION CRITERIA - Compensatory:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Duty Status not = 'Z'
- Any Comp Time: Hours (up to 7) greater than 0 or Comp Time: Current Balance greater than 0 or Comp Time: Forfeited B/W greater than 0 or Comp Time: Extended Forf B/W greater than 0 or Comp Time: Earned B/W greater than 0 or Comp Time: Used B/W greater than 0

REPORT 104 HEALTH INSURANCE NOT PAID

PURPOSE: To provide a list of health benefit deductions not taken this pay period, so that the employees can be billed for the cost.

CONTENT: All enrollees with insufficient earnings for deductions.

SEQUENCE: Selective By Center, FEHB:Plan Code, Employee Name or FEHB:Plan Code, SSN.

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                                  SUBJECT TO PRIVACY ACT OF 1974

REPORT NO:  104                   NASA PERSONNEL AND PAYROLL SYSTEM                        PAGE:
SEQUENCE BY:                             INSTALLATION NAME                                 DATE:
                                     HEALTH INSURANCE NOT PAID                             TIME:
                                          AS OF MM/DD/YY



                                                                                  NOT
                                                             FEHB    FEHB    FEHB      DED
 ORG     SSN        NAME                                   CODE     DED    CONTR     YTD
 AAAAA   BBBBBBBBB  CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC      DDD    EEE.EE  FFF.FF  G,GGG.GG















                                                SUBJECT TO PRIVACY ACT OF 1974
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A. Organization: Assigned

B. SSN

C. Employee Name (Last, First, MI, Gen)

D. FEHB: Plan Code

E. FEHB: NORMAL*

F. Health Govt Amount (Health Code Table look up). This amount will be zero if (FEHB: Contribution Flag = 'Y') or (Duty Status = 'Z')*

G. For all pay periods when FEHB deduction was not taken, the total of History FEHB: Normal**
- History FEHB:B/W
- History FEHB: Current Adj
- History FEHB: Prior Adj
- History FEHB: Cash Collection

* Prorated for career part-time employees (work schedule of P, S, or T, Tenure Code of 0, 1, or 2) based on Part-Time Hours (Part-Time Hours/80).

** Not prorated for career part-time employees.

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Reactivation Indicator equal 0
- FEHB: Plan Code not equal blanks, '000','ZZX','ZZY','ZZZ'
- FEHB: B/W equal 0 or less
- Select employee History records for current fiscal year to date

REPORT 312 **CREDIT HOURS REGISTER** PAYROLL

PURPOSE: To provide a report on credit hours to be used by the payroll office for reference and by the center organizations to manage credit time.

CONTENT: Flexible time employees with credit hours balance.

SEQUENCE: By Organization:Assigned, Employee Name with page breaks by Organization:Assigned.
Totals by Organization:Assigned and Center.

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                                                   SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  312                                 NASA PERSONNEL AND PAYROLL SYSTEM                                     PAGE:
 SEQUENCE BY:                                            INSTALLATION NAME                                             DATE:
                                                       CREDIT HOURS REGISTER                                           TIME:
                                                      PERIOD ENDING MM/DD/YY




02 245761298 SMITH, JOHN J.                      CC211     24.00   16.00    24.00      8.00    24.00     8.00     16.00       8.00
AA BBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC   D         E       F        G          H       I        J          K          L

           ORGANIZATION =====>   DDDDD                               M        N          O       P        Q          R          S








                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. Pay Block: Processing
B. SSN
C. Employee Name(Last, First, MI, Gen)
D. Organization: Assigned
E. Credit Hours: PYCO
F. Credit Hours: Earned B/W
G Credit Hours: Earned YTD
H. Credit Hours: Used B/W
I. Credit Hours: Used YTD
J. Credit Hours: Forf B/W
K. Credit Hours: Forf YTD
L. Credit Hours: Balance
M. Organization Total of F
N. Organization Total of G
O. Organization Total of H
P. Organization Total of I
Q. Organization Total of J
R. Organization Total of K
S. Organization Total of L

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty Status not equal 'Z'
- Credit Hours: Used B/W greater 0 or Credit Hours: Earned B/W greater 0 or Credit Hours: Forf B/W greater 0 or Credit Hours: Balance greater 0

REPORT 314 TRANSMISSION TAPE LISTING (THRIFT SAVINGS PLAN)

PURPOSE: To be used to prepare Form TSP-2, Certification of Transfer of Fund and Journal voucher, and as a pay period record of what was sent to the National Finance Center.

CONTENT: Detailed employee TSP information and payment records.

SEQUENCE: Payment records by Center, SSN with header, trailer, and tape summary records.

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                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  314                                NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                           INSTALLATION NAME                                              DATE:
                                         TRANSMISSION TAPE LISTING (THRIFT SAVINGS PLAN)                               TIME:
                                                         AS OF: MM/DD/YY
                                                       PAY DATE: MM/DD/YY

SSN        NAME                                 ADDRESS-ONE                 ADDRESS-TWO               ADDRESS-THREE            REC
SSN-PRE     DOB       DOBERR     LOCATION          EFFDTE    SDATE     SCDDTE   VST RCD EMP  EMPDTE  CITY        ST  ZIP   STAT NO
EMPDED       EFF DATE    GOVBAS   GOVMAT   DPT   AGY    DEPTPRV  AGYPRV
 EMPADJ   ADJ EFF DATE    GOVBAJ   GOVMAJ   DPT   AGY    DEPTPRV  AGYPRV
674329785  REYNOLDS, DONALD J.                  2943 PILGRIM COLONY
AAAAAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCC   CCCCCCCCCCCCCCCCCCCCCCCCC CCCCCCCCCCCCCCCCCCCCCCCCC

000000000  -19590324 -00000000   NN72191580000004 -19880419 -19860928 -19860928  3  K                HOUSTON     TX  77058  Y  06
DDDDDDDDD  EEEEEEEEE FFFFFFFFF   GGGGGGGGGGGGGGGG HHHHHHHHH IIIIIIIII JJJJJJJJJ  K  L  M  -NNNNNNNN  CCCCCCCCCCC CCC CCCCC  O  PP

  11.19       19880419   1358.00  5433.00    NN    72                                                                          16
QQQQ.QQ       HHHHHHHH   YYYY.YY  cccc.cc    gg    hh                                                                          PP

  12.34       19880419   1510.00   000.00    NN    72                                                                          26
-kkk.kk       HHHHHHHH   -sss.ss  -www.ww    gg    hh    ii      jj                                                            PP

  12.34       19880419                       NN    72                                                                          29
-kkk.kk       HHHHHHHH                       gg    hh    ii      jj                                                            PP

  56.78       19880419   1510.00   000.00    NN    72                                                                          46
-*AA.AA       HHHHHHHH   -*II.II  -*MM.MM    gg    hh    ii      jj                                                            PP

  11.19       19880419                       NN    72                                                                          86
QQQQ.QQ       HHHHHHHH                       gg    hh                                                                          PP

  12.34       19880419                       NN    72                                                                          88
-*AA.AA       HHHHHHHH                       gg    hh    ii      jj                                                            PP










                                                  SUBJECT TO PRIVACY ACT OF 1974
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DATA ELEMENTS:

A. SSN
B. Employee Name (Last, First, MI, Gen)
C. Address: Mailing
D. SSN: Previous
E. Birth Date (YYYYMMDD)
F. Date of Birth: Previous (YYYYMMDD)
G. TSP: Location
H. TSP: Effective Date (YYYYMMDD)
I. TSP: Employee Status Date (YYYYMMDD)
J. TSP: SCD (YYYYMMDD)
K. TSP: Vesting Period
L. Retirement Plan
M. TSP: Employment Code
N. TSP: Employment Code Date (YYYYMMDD)
O. TSP: Employee Status Code
P. TSP: Record Number
Q. TSP: Emp Contribution or TSP: CY Emp Contribution (Adj Type 16) or TSP Catchup: B/W Ded Amt or TSP Catchp: Adjustment Amount (Adj Type 86)
Y. TSP: Govt Basic Amt or TSP: Govt Basic Late Payment (Adj Type 16)

DATA ELEMENTS (cont'd)

c. TSP: Govt Match Amt or TSP: Govt Matching Late Payment (Adj Type 16)
g. TSP: Department
h. TSP: Agency
i. TSP: Department (Previous)
j. TSP: Agency (Previous)
k. TSP: Emp Contribution (Adj Type 26) or TSP Catchup: Adjustment Amount (Adj Type 29)
s. TSP: Govt Basic Adj (1-26) (Adj Type 26)
w. TSP: Govt Match Adj (1-26) (Adj Type 26)
*A. TSP: CY Emp Contribution Late Payment (Adj Type 46) or TSP Catchup: Adjustment Amount (Adj Type 88)
*I. TSP: Govt Basic Late Payment (Adj Type 46)
*M. TSP: Govt Matching Late Payment (Adj Type 46)

PAY DATE: TSP EFFDATE from CTLPAY Screen

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- If (TSP: CY Ded B/W greater than 0 or TSP: Govt Basic Contr B/W greater than 0 or TSP:Govt Matching Contr Tot B/W greater than 0 or TSP:CY Ded Adj not equal 0 or TSP:Govt Basic Adj Total not equal 0 or TSP:Govt Matching Adj Total not equal 0) or TSP Catchup: B/W Ded Amt greater than 0 or TSP Catchp: Adjustment Amount (Adj Type 88) greater than 0 or TSP Catchp: Adjustment Amount (Adj Type 29) less than or equal to 0 or (TSP:Separation Flag equal 1 and Retirement Plan not equal 1, 4, 6, C, E, R, T, and TSP: Employee Status Code not equal to E or I) or
- If (TSP:Emp Late Pmt not equal 0 or TSP:GB Late Pmt not equal 0 or TSP:GM Late Pmt not equal 0 or TSP Catchp: Adjustment Amount (Adj Type 88) less than or equal to 0)

REPORT 200 **MASTER EMPLOYEE RECORD** **(Page 1 of 5)** PAYROLL

PURPOSE: To provide a biweekly record of the current status and results of all transactions affecting the employees compensation and leave.

CONTENT: All employees or selected employee active for pay this pay period.

SEQUENCE: Selective by Center, Employee Name or SSN or Pay Block:
Processing, Name or Pay Block: Processing, SSN
Page break by Center, Employee Name or SSN

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                                                            SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  200                                  NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
SEQUENCE BY:                                              INSTALLATION NAME                                           DATE:
                                                                                                                      TIME:
                                                       #WWWWWWWWWWWWWWWWWWWWW
                                                       MASTER EMPLOYEE RECORD
                                                  AS OF MM/DD/YY PAY PERIOD NO. *a


BLK: &d SSN: &eeeeeeee FACILITY: #X NAME: &ffffffffffffffffffffffffffffffffff  GR/ST:  &h / &i DOB: &j/jj/jj SCD LVE: &kk/kk/kk
------------------------------------------------------------------------------------------------------------------------------------
   SALARY RATES          LOCATION              STATUS        FEHB PRIOR ADJ PLAN CDE: VVV        PAY PLAN: ZZ        ANNUITANT: a
----------------- ---------------------- ------------------      FEHB CASH COLL CODE: &Z     PAY RATE DET: 11        OCCUP CDE: bbbbb
 SCHED: AAAAAA.AA    ORGN ASG: HHHHH     REACTIV CDE: MM                   FEHB COLL: &bbb.bb   PAY BASIS: 22    P/T SCHED HRS: cc
ANNUAL: BBBBBB.BB     DTY STA: IIIIIIIII    NEW EMPL: N     TEW: &c2   CUR FEHB CODE: &ccc       CFC CODE: &XXXXX   SUPERVISOR: e
 DAILY:  #SSSS.SS DTY STA CDE: JJ           TERM CDE: OOO                  FEHB FULL: 52         RET PLAN: 88       UNION CODE: gggg
  HRLY:  CCCCC.CC T&A DST CDE: KKKKKKKK     TERM DTE: pp/pp/pp      FEGLI LAST SHIFT: WW    DUTY SHIFT FR: 3333     EIC MAR CD: f
    OT:  DDDDD.DD  AVAIL HRLY: 96                                 CUR FEGLI PLAN CDE: YY    DUTY SHIFT TO: &222       HAZ CODE: u
    NT:  EEEEE.EE    PCA HRLY: 101                                                              TOUR CODE: &Y    POSITION CODE: 9
   SUN:  FFFFF.FF    APPOINTMENT LIMIT         TYPE      LIMIT      YTD USED   BALANCE         FLEXI TOUR: 44      TENURE CODE: #U
   HAZ:  GGGGG.GG    -----------------------------------------------------------------        FLSA STATUS: 55    FTE LINE ITEM: 6
S-DIFF:    60        COOP LIMIT DTE: QQ/QQ/QQ RRRRRRRRR SSSSS.SS    TTTTT.TT  UUUUU.UU     PROJ LINE ITEM: 7777777777
RET AL::   61        DATE LIMIT:     LL/LL/LL
------------------------------- EARNINGS --------------------------  -------------------------- DEDUCTIONS -----------------------
                 ---PAY PERIOD-- ---PAY PER ADJ-- ---YEAR TO DATE--                        PAY      PP      MTD/OR
           NORMAL HOURS  EARNING  HOURS  EARNING    HOURS   EARNING             NORMAL   PERIOD     ADJ.   REQ AMT     QTD      YTD
           ------ -----  -------  -----  -------    -----   -------             ------   ------     ----   -------     ---      ---
   BASE: hhhhh.hh mm.mm wwwww.ww   10   /LLLL.LL  /RRR.RR /aaaaa.aa   CH/SUP: /tttt.tt *IIII.II                            *jjjj.jj
     OT:          nnn.nn xxxxx.xx /KK.KK /MMMM.MM  /SSS.SS /bbbbb.bb  GARNISH:    88       89                                  90
     NT:          ooo.oo yyyyy.yy  43      12     /TTT.TT /ccccc.cc   US IND: /rrrr.rr *GGGG.GG                            *hhhh.hh
    HAZ:          ppp.pp zzzzz.zz  13      14     /UUU.UU /ddddd.dd    BANKR: /ssss.ss *HHHH.HH          /yyyy.yy          *iiii.ii
    SUN:          qqq.qq /AAAA.AA  15      16     /VVV.VV /eeeee.ee   FED/WH: /qqqq.qq *FFFF.FF *5555.55          &mmmm.mm *gggg.gg
 HOL WK:          rrr.rr /BBBB.BB  17      18     /WWW.WW /fffff.ff   ST TAX: /uuuu.uu *JJJJ.JJ *6666.66 &oooo.oo &pppp.pp *kkkk.kk
SUP DIF:    86              54             55                56     FMR ST TX: &g               XXXXX.XX
  FORGN: iiiii.ii       /CCCC.CC           19             /ggggg.gg   CO TAX: /vvvv.vv *KKKK.KK *7777.77 &nnnn.nn &qqqq.qq *llll.ll
RET ALL:    87              57             58                59      CTY TAX: /wwww.ww *LLLL.LL *8888.88 &rrrr.rr &ssss.ss *mmmm.mm
  LOCAL:    66              67             68                69     CSRS CUR: /xxxx.xx *MMMM.MM *9999.99                   *nnnn.nn
    AUO:    70              71             72                73     CSRS FMR:    50                51
  AVAIL:    92              93             94                95     CSRS/MD: /zzzz.zz *OOOO.OO                            *pppp.pp
    PCA:    97              98             99               100                                   101
STF DIF:    74              75             76                77     FERS CUR: /1111.11 *PPPP.PP *bbbb.bb                   *qqqq.qq
SUM LVE:        ssss.ss /DDDD.DD        /NNNN.NN         /hhhhh.hh  FERS FMR:    53                49
COMP/PD:         ttt.tt     47                    /YYY.YY    48      FERS/MD: /2222.22 *QQQQ.QQ                            *rrrr.rr
STATCUT:                /EEEE.EE                         /kkkkk.kk   CIV/CRD: &6666.66 &7777.77    39                      &8888.88
 FIRE/F:                &aaaa.aa           20            /iiiii.ii      FICA: /4444.44 *SSSS.SS *cccc.cc          &tttt.tt *tttt.tt
 BD/REF:                /GGGG.GG                         /mmmmm.mm       HIT: /5555.55 *TTTT.TT *dddd.dd          &uuuu.uu *uuuu.uu
    EIC:                /HHHH.HH        /PPPP.PP         /nnnnn.nn     FEGLI: /6666.66 *UUUU.UU *eeee.ee                   *vvvv.vv
   COLA: kkkkk.kk       /IIII.II           21            /ooooo.oo  FEHB CUR: /7777.77 *VVVV.VV &vvvv.vv                   *wwww.ww
  GROSS: jjjjj.jj      /FFFFF.FF        /OOOO.OO         /lllll.ll  FEHB FMR:                   vvvvv.vv
    NET: lllll.ll      /JJJJJ.JJ                             85     BILL OF COLL:      *WWWW.WW                            *xxxx.xx
GROSS AWARD 1:              63                           &55555.55       TSP: /8888.88 *XXXX.XX *ffff.ff &wwww.ww &xxxx.xx *yyyy.yy
GROSS AWARD 2:              64                                        TSP CU:    104       105     106             107
GROSS AWARD 3:              65                                        TSP LN: /9999.99 *YYYY.YY    40                      *zzzz.zz
 62    &AAAA.AA                                                         NEBA: *AAAA.AA *ZZZZ.ZZ
 FOREIGN DIFF RATE:   &FF.FF           COLA DIFF    &GG GG &BBBB BB  VOL ALL: *BBBB.BB *1111.11
     BASE TRNSF IN: &YYYY.YY       FICA TRNSF IN  &zzzz.zz             UNION: *CCCC.CC *2222.22    41                      &CCCC.CC
CIV SVC CRD TRANSF: #RRRR.RR      CIV SVC CRDCUM: #QQQQ.QQ             BOND: *DDDD.DD *3333.33                       &DDDD.DD
     CSRS NASA CUM: &HHHH.HH       FERS NASA CUM  &TTTT.TT               CFC: *EEEE.EE *4444.44    42                      &EEEE.EE
     CSRS CUM T/IN: &KKKK.KK          TSP LN CUM  &3333.33              MISC:          &VVVV.VV                            &WWWW.WW
     SALARY OFFSET: 45                 OFFSET ADJ: 46                ADV PAY:    80       81       82                         83
       ADV PAY CUM: 79                ADV PAY BAL:                        LTC:            102                                103
  LOC PAY TRNSF IN: 91          FSA HC TRNSF IN: 114                  FSA HC:   112       108                                109
                                FSA DC TRNSF IN: 115                  FSA DC:   113       110                                111


                                                  SUBJECT TO PRIVACY ACT OF 1974
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REPORT 200 MASTER EMPLOYEE RECORD (Page 1 of 5)
DATA ELEMENTS

A. Salary: Scheduled

B. Salary

C. Salary: Hourly

D. If Pay Plan Not = 'ES' and Occupation Code Not = 1811
If FLSA Pay Status = ' E' and Job Series Not = 1
and (Salary: Hourly X Premium Rate Table) > Overtime Rate Max Table Overtime Rate Max Table
Else
Salary: Hourly X Premium Rate Table*
*If Occupation Code - 1811 and Salary Hourly > Overtime Rate Max Table Salary: Hourly

E. Nite Diff Rate = Salary: Hourly X .10

F. Sunday Diff Rate = Salary: Hourly X .25

G. Hazardous Rate = (((HAZARD-RATE) - 1) X (Salary: Hourly))

H. Organization: Assigned

I. Duty Station Code

J. Duty Status

K. T & A: Distribution Code

L. Date Limit if Position: Type Not = 0 or 1

M. Reactivation Indicator

N. New Employee Indicator

O. Termination Code

P. Termination Date

Q. Date Limit if Position: Type = 0 or 1

R. 'Days' Or 'Hours' Or 'Dollars' (Literal, Appointment Type)

S. If Appointment: Day Limit Not = 0: Appointment: Day Limit
If Appointment: Hour Limit Not = 0: Appointment: Hour Limit
If Appointment: Dollar Limit Not = 0: Appointment: Dollar Limit

T. Appointment: Balance Limit

U. If Appointment: Day Limit Not = 0: Appointment: Day Limit - Appointment: Balance Limit
If Appointment: Hour Limit Not = 0: Appointment: Hour Limit - Appointment: Balance Limit
If Appointment: Dollar Limit Not = 0: Appointment: Dollar Limit - Appointment: Balance Limit

V. FEHB: Prior Plan Code

W. FEGLI: Last Shift Worked

X. State Tax: Frmr Adj

Y. FEGLI: Code

Z. Pay Plan

1. Pay Rate Determinant
2. Pay Basis
3. Tour Of Duty: Shift From
4. FLEXI Tour Indicator
5. FLSA Pay Status
6. FTE Line Item
7. Non-NASA Project Line Item
8. Retirement Plan

9. Position: Type
a. Annuitant Indicator
b. Occupational Code
c. Part Time Hours (Scheduled)
e. Supervisory Code
f. EIC: Marital Code
g. Union Code
h. Base Earnings: Normal = Salary: Hourly X 80
i. Foreign Diff: Normal
j. Gross Earnings: Normal
k. COLA: Normal
l. Net Earnings: Normal
m. Base Hours: B/W =
    Regular Hours: B/W + Annual Leave: Used B/W
    + Sick Leave: Used B/W + Comp Time: Used B/W
    + Holiday Leave: Used B/W + Restored Leave: Used B/W
    + Military Leave: Used B/W Hours + Comp Time: Relig Used B/W
    + Administrative Leave: Used B/W + Excused Leave: Used B/W
    + Cop.Leave: Hours Used B/W + Graduate Leave: Used B/W
    + Jury Leave: Used B/W + Court Leave: Used B/W
    + Credit Hours: Used B/W + Home Leave: Hours Used B/W
    + Employee Hours Total Time Off Total Paid Quantity
n. Overtime: Hours B/W
o. Night Differential: Hours B/W
p. Hazardous Hours: B/W
q. Sunday Diff: Hours B/W
r. Holiday Hours: B/W
s. Lump Total: Leave Hours-1 + Lump Total: Leave Hours-2
t. Comp Time: Hours Paid B/W
u. Hazardous Code
v. FEHB: Prior Adj
w. Base Earnings: B/W
x. Overtime: Earnings B/W
y. Night Differential: Earnings B/W
z. Hazardous Earnings: B/W
/A. Sunday Diff: Earnings B/W
/B. Holiday Earnings: B/W
/C. Foreign Diff: B/W
/D. Lump Total: Leave Payment
/E. Statutory Cutback B/W
/F. Gross Earnings: B/W
/G. Total Of (Bond: Refund(1-10)) + Bond: Refund Adj
/H. EIC
/I. COLA: B/W
/J. Net Earnings: B/W
/K. Overtime: Hours Adjustment

/L.	Base Earnings: Adjustment
/M.	Overtime: Earnings Adjustment
/N.	Lump Total: Leave Adj
/O.	Gross Earnings: Adjustment
/P.	EIC: Adjustment
/R.	Base Hours: YTD
/S.	Overtime: Hours YTD
/T.	Night Differential: Hours YTD
/U.	Hazardous Hours: YTD
/V.	Sunday Diff: Hours YTD
/W.	Holiday Hours: YTD
/Y.	Comp Time: Hours Paid YTD
/a.	Base Earnings: YTD
/b.	Overtime: Earnings YTD
/c.	Night Differential: Earnings YTD
/d.	Hazardous Earnings: YTD
/e.	Sunday Diff: Earnings YTD
/f.	Holiday Earnings: YTD
/g.	Foreign Diff: YTD
/h.	Lump Total: Leave Payment YTD
/i.	Fire Fighter: YTD Prem Pay
/k.	Statutory Cutback YTD
/l.	Gross Earnings: YTD
/m.	Bond: Refund YTD
/n.	EIC: YTD
/o.	COLA: YTD
/q.	Federal Tax: Normal
/r.	Indebtedness Due U.S.: Normal
/s.	Bankruptcy: Normal
/t.	Child Support: Normal
/u.	State Tax: Normal
/v.	County Tax: Normal
/w.	City Tax: Normal
/x.	CSRS: Normal
/y.	Bankruptcy: Total
/z.	CSRS: Mil Dep Normal
/1.	FERS: Normal
/2.	FERS: Mil Dep Normal
/4.	FICA: Normal
/5.	HIT: Normal
/6.	FEGLI: Normal
/7.	FEHB: Normal
/8.	TSP: Cy Ded Normal
/9.	TSP: Loan Ded Normal

REPORT 200 MASTER EMPLOYEE RECORD (Page 1 of 5)
DATA ELEMENTS

*A. NEBA: Normal
*B. Voluntary Allot: Normal
*C. Union Dues: Normal
*D. Bond: Normal
*E. CFC: Normal
*F. Federal Tax: B/W
*G. Total Of (Indebtedness Due U.S.: B/W(1-5))
*H. Bankruptcy: B/W
*I. Total Of (Child Support: B/W(1-3))
*J. State Tax: B/W
*K. County Tax: B/W
*L. City Tax: B/W
*M. CSRS: B/W
*O. CSRS: Mil Dep B/W
*P. FERS: B/W
*Q. FERS: Mil Dep B/W
*S. FICA: B/W
*T. HIT: B/W
*U. FEGLI: B/W
*V. FEHB: B/W
*W. Bill Of Collection: Deduction
*X. TSP: Cy Ded B/W + TSP Catchup: B/W Ded Amt
*Y. TSP: Loan Ded 1 B/W + TSP: Loan Ded 2 B/W
*Z. NEBA: Total B/W
*1. Voluntary Allot: B/W
*2. Union Dues: B/W
*3. Bond: B/W
*4. CFC: B/W
*5. Federal Tax: Adjustment
*6. State Tax: Adjustment
*7. County Tax: Adjustment
*8. City Tax: Adjustment
*9. Retirement: Cur Adj if Retirement Plan = 1,6,R,T,C,E
*a. Pay Period Number
*b. Retirement: Cur Adj if Retirement Plan = K,L,M,N
*c. FICA: Adjustment
*d. HIT: Adjustment
*e. FEGLI: Adjustment
*f. TSP: Cy Ded Adj
*g. Federal Tax: YTD
*h. Indebtedness Due U.S.: YTD
*i. Bankruptcy: YTD
*j. Child Support: YTD
*k. State Tax: YTD

*l. County Tax: YTD
*m. City Tax: YTD
*n. CSRS: Deduction YTD
*p. CSRS: Mil Dep YTD
*q. FERS: YTD
*r. FERS: Mil Dep: YTD
*t. FICA: YTD
*u. HIT: YTD
*v. FEGLI: Basic YTD + FEGLI: Opt A YTD + FEGLI: Opt B YTD + FEGLI: Opt C YTD
*w. FEHB: Deduction YTD
*x. Bill Of Collection: YTD
*y. TSP: Cy YTD
*z. TSP: Loan Ded 1 YTD + TSP: Loan Ded 2 YTD
&A. NEBA: Total YTD
&B. Voluntary Allot: YTD
&C. Union Dues: YTD
&D. Bond: YTD
&E. CFC: YTD
&F. Foreign Diff: Rate
&G. COLA: Rate
&H. CSRS: NASA Cum
&K. CSRS: Cum Transferred In
&T. FERS: NASA Cum
&V. Miscellaneous B/W Amt
&W. Miscellaneous: YTD
&X. CFC: Agency Code
&Y. Tour Type
&Z. FEHB: Cash Collection Plan Code
&a. Fire Fighter: Prem Earn B/W
&b. FEHB: Cash Collection
&c. FEHB: Plan Code
&c2. FEHB: Tax Exempt Waiver (TEW) indicator
&d. Pay Block: Processing
&e. SSN
&f. Employee Name (Last, First, MI, Gen)
&g. State Tax: Frmr Adj Code
&h. Grade: Current
&i. Step
&j. Date Of Birth
&k. SCD: Leave
&m. Federal Tax: QTD
&n. County Tax: MTD
&o. State Tax: MTD
&p. State Tax: QTD

&q. County Tax: QTD
&r. City Tax: MTD
&s. City Tax: QTD
&t. FICA: QTD
&u. HIT: QTD
&v. FEHB: Cur Adj
&w. TSP: Deductions Total MTD
&x. TSP: Deductions Total QTD
&y. Base Earnings: Transferred In
&z. FICA: Earnings YTD Trans In
&2. Tour Of Duty: Shift To
&3. TSP: Loan Ded 1 Cum + TSP: Loan Ded 2 Cum
&5. Award: Amount YTD
&6. Civil Serv Credit: Normal
&7. Civil Serv Credit: B/W
&8. Civil Serv Credit: YTD
#Q. Civil Serv Credit: Cum
#R. Civil Serv Credit: Transf In
#S. Salary: Daily
#U. Tenure Code
#W If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
#X Facility Code
10. Base: Hours Adjustment
12. Night Differential: Earnings Adjustment
13. Hazardous: Hours Adjustment
14. Hazardous: Earnings Adjustment
15. Sunday Diff: Hours Adjustment
16. Sunday Diff: Earnings Adjustment
17. Holiday Work: Hours Adjustment
18. Holiday Work: Earnings Adjustment
19. Foreign Diff: Earnings Adjustment
20. Fire Fighter: Earnings Adjustment
21. COLA: Earnings Adjustment
39. Civil Serv Credit: Adjustment
40. TSP: Loan 1 Adjustment + TSP: Loan 2 Adjustment
41. Union Dues: Adjustment
42. CFC: Adjustment
43. Night Differential: Hours Adjustment
45. Salary Offset
46. CSRS: Salary Offset Adj if Retirement Plan Not = 'K', 'M', 'N', 'L' and Annuitant Indicator = '1', '4', or '5'
FERS: Salary Offset Adj if Retirement Plan = 'K', 'M', 'N', 'L', '2' and Annuitant Indicator = 'A', 'C', or 'E'
47. Comp Time Paid Amt: Cur

48. Comp Time Paid Amt: YTD
49. FERS: Frmr Adj
50. Retirement Plan: Frmr Adj if Retirement Plan: Frmr Adj = '1','6','R','T','C','E'
51. CSRS: Frmr Adj
52. FEHB: Contribution Flag
53. Retirement Plan: Frmr Adj if Retirement Plan: Frmr Adj = 'K','M','N','L'
54. Supervisory Diff: B/W
55. Supervisory Diff: Current Adj
56. Supervisory Diff: YTD
57. Retention Allow: B/W
58. Retention Allow: Current Adj
59. Retention Allow: YTD
60. Supervisory Diff: Rate
61. Retention Allow: Rate
62. NEBA: Quarter Emp Deductions
63. Award: Earnings (1)
64. Award: Earnings (2)
65. Award: Earnings (3)
66. Empl Norm Local Pay Amt
67. Empl Local Pay B/W Amt
68. Empl Local Pay B/W Adj Amt
69. Empl Local Pay YTD Amt
70. Empl Norm Admn Uctrd OT Amt
71. Empl Admn Uctrd OT B/W Amt
72. Empl Admn Uctrd OT B/W Adj Amt
73. Empl Admn Uctrd OT YTD Amt
74. Empl Norm Staff Diff Amt
75. Empl Stff Diff B/W Amt
76. Empl Stff Diff B/W Adj Amt
77. Empl Stff Diff YTD Amt
78. Empl Total Adv Pay Received Amt – Empl Adv Pay Cum Ded Amt
79. Empl Adv Pay Cum Ded Amt
80. Empl New Norm Adv Pay Ded Amt
81. Empl Adv Pay Ded B/W Amt
82. Empl Adv Pay Adj B/W Amt
83. Empl Adv Pay YTD Ded Amt
84. Employee NEBA Chapter Code
85. Net Earnings: YTD
86. Supervisory Diff: New Norm
87. Retention Allowance: New Norm
88. Empl New Norm Grnsh Ded Amt
89. Empl Grnsh Crnt Ded Amt (1-9)
90. Empl Grnsh YTD Ded Amt (1-9)
91. Empl Local Pay Trnsfr In YTD Amt

DATA ELEMENTS

92. Availability Pay: Norm New
93. Availability Pay: B/W
94. Availability Pay: Adj
95. Availability Pay: YTD
96. Availability Pay: Hourly Rate
97. PCA: Norm New
98. PCA: B/W
99. PCA: Adj.
100. PCA: YTD
101. PCA: Hourly Rate
102. Total of: LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction
103. Total of: LTC YTD Empl Deduction + LTC YTD Spouse Deduction + LTC YTD Dependent Deduction
104. TSP CATCHUP: New Norm
105. TSP CATCHUP: B/W Ded Amt
106. TSP CATCHUP: Emp Ded Adj Amt
107. TSP CATCHUP: YTD Ded Amt
108. FSA HC: BW DED
109. FSA HC: FED YTD DED
110. FSA DC: BW DED
111. FSA DC: FED YTD DED
112. FSA HC: NEW NORM
113. FSA DC: NEW NORM
114. FSA HC: TRANS IN
115. FSA DC: TRANS IN

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equals User Designated Center Code
- SSN Equals User Designated SSN if entered
- Duty Status Not Equal 'Z' or Reactivation Indicator Not Equal 3 or Gross Earnings: B/W greater than 0 or Award: Amount greater than 0
- Facility Code Equals User Designated Facility Code If Entered

REPORT 200 **MASTER EMPLOYEE RECORD** **(Page 2 of 5)** PAYROLL

PURPOSE: To provide a bi-weekly record of the current status and results of all transactions affecting the employees taxes, bonds, allotments and loans.

CONTENT: All employees or selected employee active for pay this pay period.

SEQUENCE: Selective by Center, Employee Name or SSN or Pay Block:
Processing, Name or Pay Block: Processing, SSN
Page break by Center, Employee Name or SSN

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                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  200                                  NASA PERSONNEL AND PAYROLL SYSTEM                                     PAGE:
SEQUENCE BY:                                              INSTALLATION NAME                                            DATE:
                                                                                                                      TIME:
                                                       AAAAAAAAAAAAAAAAAAAAAA
                                                       MASTER EMPLOYEE RECORD
                                                   AS OF MM/DD/YY PAY PERIOD NO. BB

BLK: CC SSN: DDDDDDDDD FACILITY: E  NAME: FFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFF  GR/ST:  GG / HH DOB: II/II/II SCD LVE: JJ/JJ/JJ
-----------------------------------------------------------------------------------------------------------------------------------

MILITARY DEPOSIT:       CSRS       FERS                                                  CUR             MTD       QTD       YTD
                        ----       ----                                                  ---             ---       ---       ---
    DEPOSIT REQUIRED KKKKK.KK  RRRRR.RR                      FED  ERN TAXABLE:                         ZZZZZ.ZZ  aaaaa.aa  bbbbb.bb
     BAL. TRANSF. IN LLLLL.LL  SSSSS.SS                      ST   ERN TAXABLE:         ccccc.cc        ddddd.dd  eeeee.ee  fffff.ff
        YTD INTEREST MMMMM.MM  TTTTT.TT                      CNTY ERN TAXABLE:         ggggg.gg        hhhhh.hh  iiiii.ii  jjjjj.jj
        CUM INTEREST NNNNN.NN  UUUUU.UU                      CITY ERN TAXABLE:         kkkkk.kk        lllll.ll  mmmmm.mm  nnnnn.nn
       CUM DEDUCTION OOOOO.OO  VVVVV.VV                          HIT EARNINGS:                                   ooooo.oo pppppp.pp
        CASH PAYMENT PPPPP.PP  WWWWW.WW                         FICA EARNINGS:                                   qqqqq.qq  rrrrr.rr
         BALANCE DUE QQQQQ.QQ  XXXXX.XX
  INTEREST ACCR DATE YY/YY/YY

JUDICIAL/ADMINISTRATIVE DECREE                                             VOLUNTARY ALLOTMENTS
                                CUM         TOT      DTE LIMIT                CODE    ROUTINE#       ACCOUNT NUMBER         AMOUNT
                               -----       -----     ---------                  1     *BBBBBBBB      *CCCCCCCCCCCCCCCC      *DDD.DD
   CHILD SUPPORT            ssssss.ss  ttttttt.tt     uu/uu/uu                  2     *BBBBBBBB      *CCCCCCCCCCCCCCCC      *DDD.DD
   COMMERCIAL GARNISHMENT   vvvvvv.vv  wwwwwww.ww
   INDEBTEDNESS TO US       xxxxxx.xx  yyyyyyy.yy                              TSP LOAN
   BANKRUPTCY               zzzzzz.zz  *AAAAAA.AA                                CODE
                                                                                  1    *EEEEEEEE      *FFFFFFFFFFFFFFFF     *GGGG.GG
                                                                                  2    *EEEEEEEE      *FFFFFFFFFFFFFFFF     *GGGG.GG




                                                  SUBJECT TO PRIVACY ACT OF 1974
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REPORT 200 MASTER EMPLOYEE RECORD (Page 2 of 5)
DATA ELEMENTS

A. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
B. Pay Period Number
C. Pay Block: Processing
D. SSN
E. Facility Code
F. Employee Name (Last, First, MI, Gen)
G. Grade: Current
H. Step
I. Date of Birth
J. SCD: Leave
K. CSRS: Mil Dep Total Required
L. CSRS: Mil Dep Trnsfr In
M. CSRS: Mil Dep Int
N. CSRS: Mil Dep Int Cum
O CSRS: Mil Dep Cum
P. CSRS: Mil Dep Cash Pmt
Q. CSRS: Mil Dep Balance
R. FERS: Mil Dep Total Required
S. FERS: Mil Dep Trnsfr In
T. FERS: Mil Dep Int
U. FERS: Mil Dep Int Cum
V. FERS: Mil Dep Cum
W. FERS: Mil Dep Cash Pmt
X. FERS: Mil Dep Balance
Y. Military Deposit: Int Accr Date
Z. Taxable Earnings: MTD
a. Taxable Earnings: QTD
b. Taxable Earnings: YTD
c. State Tax: Earnings Cur
d. State Tax: Earnings MTD
e. State Tax: Earnings QTD
f. State Tax: Earnings YTD
g. County Tax: Earnings Cur
h. County Tax: Earnings MTD
i. County Tax: Earnings QTD
j. County Tax: Earnings YTD
k. City Tax: Earnings Cur
l. City Tax: Earnings MTD
m. City Tax: Earnings QTD
n. City Tax: Earnings YTD
o. HIT: Earnings QTD
p. HIT: Earnings YTD
q. FICA: Earnings QTD
r. FICA: Earnings YTD
s. Total Of (Child Support: Cum (1-3))
t. Total Of (Child Support: Total (1-3))
u. Maximum Of (Child Support: Ded Date Limit (1-3))
v. Total Of (Empl Grnsh Cum Ded Amt (1-9))
w. Total Of (Empl Grnsh Tot Due Amt (1-9))
x. Total Of (Indebtedness Due U.S.: Cum (1-5))
y. Total Of (Indebtedness Due U.S.: Total (1-5))
z. Bankruptcy: Cum
*A. Bankruptcy: Total
*B. Financial Inst Routing Nbr (2)
*C. Account Number: EFT (2)
*D. Voluntary Allot: Req'st Amt (2)
*E. Financial Inst Routing Nbr (2)
*F. Account Number: (2)
*G. TSP: Loan Current Deductions (2)

REPORT 200 **MASTER EMPLOYEE RECORD** **(Page 3 of 5)** PAYROLL

PURPOSE: To provide a bi-weekly record of the current status and results of all transactions affecting the employees taxes, bonds, allotments and loans.

CONTENT: All employees or selected employee active for pay this pay period.

SEQUENCE: Selective by Center, Employee Name or SSN or Pay Block:
Processing, Name or Pay Block: Processing, SSN
Page break by Center, Employee Name or SSN

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                                                SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  200                              NASA PERSONNEL AND PAYROLL SYSTEM                              PAGE:
 SEQUENCE BY:                                        INSTALLATION NAME                                       DATE:
                                                                                                             TIME:
                                                     ZZZZZZZZZZZZZZZZZZZZZZ
                                   MASTER EMPLOYEE RECORD AS OF MM/DD/YY PAY PERIOD NO. *a


PB: /I SSN: /JJJJJJJJ FACILITY: a NAME: /KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK
EXEMPT FROM FED TAX: A
                 FED        STATE    COUNTY      CITY                      FED    STATE   COUNTY    CITY   HIT    FICA
TAX ENTITY CD:               CC        DD        EEE   PCS W/H    CUR:      1        2       3        4
ADD'L EXEMPTS:                 GGG     HH          II  PCS ERN  S CUR:      5        6       7        8    147     150
    ADD'L W/H: JJJ    KKKKKK.KK LLLLLL.LL MMMMMM.MM PCS ERN NS CUR:      9        9       9        9
ALTERNATE W/H:           OOOOOO.OO PPPPPP.PP QQQQQQ.QQ PCS W/H    MTD:              14      15       16
 MARITAL CODE:    R            S       T          U    PCS ERN  S MTD:              18      19       20
   EXEMPTIONS:    VV           WWW     XX         YY   PCS ERN NS MTD:
   WRK SPOUSE:              /M                         PCS W/H    QTD:              26      27       28
   GROSS  MTD:               58        59        60    PCS ERN  S QTD:              30      31       32
   TSP    MTD:   61          62        63        64    PCS ERN NS QTD:
   GROSS  QTD:               66        67        68    PCS W/H    YTD:     37       38      39       40    148     151
   TSP    QTD:   69          70        71        72    PCS ERN  S YTD:     41       42      43       44    149     152
   GROSS  YTD:   73          74        75        76    PCS ERN NS YTD:     45       46      47       48
   TSP    YTD:   77          78        79        80         GROSS CUR:     49       50      51       52
                                                              TSP CUR:     53
                    -------- FORMER STATE --------    ---- FORMER COUNTY ----     ---- FORMER CITY ----
                        (1)       (2)       (3)      (1)       (2)       (3)     (1)       (2)       (3)
CODE           MTD:      81        81        81      103       103       103     125       125       125
TAXABLE EARN      :      82        82        82      104       104       104     126       126       126
W/H               :      83        83        83      105       105       105     127       127       127
GROSS             :      84        84        84      106       106       106     128       128       128
TSP               :      85        85        85      107       107       107     129       129       129
PCS W/H           :      86        86        86      108       108       108     130       130       130
PCS EARN          :      87        87        87      109       109       109     131       131       131
CODE           QTD:      88        88        88      110       110       110     132       132       132
TAXABLE EARN      :      89        89        89      111       111       111     133       133       133
W/H               :      90        90        90      112       112       112     134       134       134
GROSS             :      91        91        91      113       113       113     135       135       135
TSP               :      92        92        92      114       114       114     136       136       136
PCS W/H           :      93        93        93      115       115       115     137       137       137
PCS EARN          :      94        94        94      116       116       116     138       138       138
CODE           YTD:      95        95        95      117       117       117     139       139       139
TAXABLE EARN      :      96        96        96      118       118       118     140       140       140
W/H               :      97        97        97      119       119       119     141       141       141
GROSS             :      98        98        98      120       120       120     142       142       142
TSP               :      99        99        99      121       121       121     143       143       143
PCS W/H           :     100       100       100      122       122       122     144       144       144
PCS EARN          :     101       101       101      123       123       123     145       145       145
PCS EARN NOT SUBJ :     102       102       102      124       124       124     146       146       146
----------------------------------------- BONDS -----------------------------------------
CODE   DED     PURC/PRICE   BAL   PUR.IND       CODE   DED     PURC/PRICE   BAL   PUR.IND
 /H    sssss.ss  ttttt.tt  uuuu.uu  v            /H    sssss.ss  ttttt.tt  uuuu.uu  v
 /H    sssss.ss  ttttt.tt  uuuu.uu  v            /H    sssss.ss  ttttt.tt  uuuu.uu  v
 /H    sssss.ss  ttttt.tt  uuuu.uu  v            /H    sssss.ss  ttttt.tt  uuuu.uu  v
 /H    sssss.ss  ttttt.tt  uuuu.uu  v            /H    sssss.ss  ttttt.tt  uuuu.uu  v
 /H    sssss.ss  ttttt.tt  uuuu.uu  v            /H    sssss.ss  ttttt.tt  uuuu.uu  v
ADDRESS MAILING:      /CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC CCCCCCCCCCCCCCCCCC CCCCCCCCC
FINANCIAL INST. ROUTING NUMBER: *dddddddd  ACCOUNT NUMBER/EFT: *eeeeeeeeeeeeeeee  ACCOUNT TYPE/EFT: /F
ADDRESS CHECK MAILING: /GGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGG GGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGG GGGGGGGGGGGGGGGGGG GGGGGGGGG




                                               SUBJECT TO PRIVACY ACT OF 1974
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DATA ELEMENTS

A. Federal Tax: Exempted
C. State Tax: Code
D. County Tax: Code
E. City Tax: Code
G. State Tax: Additional Exempts
H. County Tax: Additional Exempts
I. City Tax: Additional Exempts
J. Federal Tax: Additional
K. State Tax: Additional W/H
L. County Tax: Additional W/H
M. City Tax: Additional W/H
O. State Tax: Alternate Amount
P. County Tax: Alternate Amount
Q. City Tax: Alternate Amount
R. Federal Tax: Marital Code
S. State Tax: Marital Code if State Tax: Code Not = Blank
T. County Tax: Marital Code
U. City Tax: Marital Code
V. Federal Tax: Exemptions
W. State Tax: Exemptions
X. County Tax: Exemptions
Y. City Tax: Exemptions
Z. If a Facility Code is designated by the user, the Facility Name will be derived from the Facility Table
a. Facility Code
s. Bond: Requested Deduction (10)
t. Bond: Denomination / 2 (10)
u. Bond: Current Balance (10)
v. Bond: Purchase Indicator (10)
/C. Address: Mailing
/F. Account Type: Eft
/G. Address: Check Mailing
/H. '1', ..., '10' (Literal, Bond Occurrence) if Bond: Denomination not = 0
/I. Pay Block: Processing
/J. SSN
/K. Employee Name (Last, First, MI, Gen)
/M. State Tax: Working Spouse
*a. Pay Period Number
*d. Financial Inst Routing Nbr
*e. Account Number
1. PCS: Federal Tax Withheld
2. PCS: State Tax Withheld
3. PCS: County Tax Withheld
4. PCS: City Tax Withheld
5. PCS: Earnings Subj Fed Tax
6. PCS: Earnings Subj State Tax
7. PCS: Earnings Subj County Tax

8. PCS: Earnings Subj City Tax
9. PCS: Earnings Not Subj Fed Tax
14. PCS: State Tax Withheld MTD
15. PCS: County Tax Withheld MTD
16. PCS: City Tax Withheld MTD
18. PCS: Earnings Subj State Tax MTD
19. PCS: Earnings Subj County Tax MTD
20. PCS: Earnings Subj City Tax MTD
26. PCS: State Tax Withheld QTD
27. PCS: County Tax Withheld QTD
28. PCS: City Tax Withheld QTD
30. PCS: Earnings Subj State Tax QTD
31. PCS: Earnings Subj County Tax QTD
32. PCS: Earnings Subj City Tax QTD
37. PCS: Federal Tax Withheld YTD
38. PCS: State Tax Withheld YTD
39. PCS: County Tax Withheld YTD
40. PCS: City Tax Withheld YTD
41. PCS: Earnings Subj Fed Tax YTD
42. PCS: Earnings Subj State Tax YTD
43. PCS: Earnings Subj County Tax YTD
44. PCS: Earnings Subj City Tax YTD
45. PCS: Earnings Not Subj Tax YTD
46. PCS: Earnings Not Subj St Tax YTD
47. PCS: Earnings Not Subj Co Tax YTD
48. PCS: Earnings Not Subj Ci Tax YTD
49. Gross Earnings: B/W
50. Gross Earnings: State B/W
51. Gross Earnings: County B/W
52. Gross Earnings: City B/W
53. TSP: Deductions Total Cur
58. State Tax: Gross Earnings MTD
59. County Tax: Gross Earnings MTD
60. City Tax: Gross Earnings MTD
61. TSP: Deductions Total MTD
62. State Tax: TSP Cy Ded MTD
63. County Tax: TSP Cy Ded MTD
64. City Tax: TSP Cy Ded MTD
66. State Tax: Gross Earnings QTD
67. County Tax: Gross Earnings QTD
68. City Tax: Gross Earnings QTD
69. TSP: Deductions Total QTD
70. State Tax: TSP Cy Ded QTD
71. County Tax: TSP Cy Ded QTD
72. City Tax: TSP Cy Ded QTD
73. Gross Earnings: YTD
74. State Tax: Gross Earnings YTD

REPORT 200 MASTER EMPLOYEE RECORD (Page 3 of 5)
DATA ELEMENTS

75. County Tax: Gross Earnings YTD
76. City Tax: Gross Earnings YTD
77. TSP: Cy YTD
78. State Tax: TSP Cy Ded YTD
79. County Tax: TSP Cy Ded YTD
80. City Tax: TSP Cy Ded YTD
81. State Tax: Former Code MTD (3)
82. State Tax: Former Earnings MTD (3)
83. State Tax: Former W/H MTD (3)
84. State Tax: Former Gross MTD (3)
85. State Tax: Former TSP MTD (3)
86. PCS: Frmr W/H Subj St Tax MTD (3)
87. PCS: Frmr Ern Subj St Tax MTD (3)
88. State Tax: Former Code QTD (3)
89. State Tax: Former Earnings QTD (3)
90. State Tax: Former W/H QTD (3)
91. State Tax: Former Gross QTD (3)
92. State Tax: Former TSP QTD (3)
93. PCS: Frmr W/H Subj St Tax QTD (3)
94. PCS: Frmr Ern Subj St Tax QTD (3)
95. State Tax: Former Code YTD (3)
96. State Tax: Former Earnings YTD (3)
97. State Tax: Former W/H YTD (3)
98. State Tax: Former Gross YTD (3)
99. State Tax: Former TSP YTD (3)
100. PCS: Frmr W/H Subj St Tax YTD (3)
101. PCS: Frmr Ern Subj St Tax YTD (3)
102. PCS: Frmr Ern Not Sub St Tax YTD (3)
103. County Tax: Former Code MTD (3)
104. County Tax: Former Earnings MTD (3)
105. County Tax: Former W/H MTD (3)
106. County Tax: Former Gross MTD (3)
107. County Tax: Former TSP MTD (3)
108. PCS: Frmr W/H Subj Cnty Tax MTD (3)
109. PCS: Frmr Ern Subj Cnty Tax MTD (3)
110. County Tax: Former Code QTD (3)
111. County Tax: Former Earnings QTD (3)
112. County Tax: Former W/H QTD (3)
113. County Tax: Former Gross QTD (3)
114. County Tax: Former TSP QTD (3)
115. PCS: Frmr W/H Subj Cnty Tax QTD (3)
116. PCS: Frmr Ern Subj Cnty Tax QTD (3)
117. County Tax: Former Code YTD (3)
118. County Tax: Former Earnings YTD (3)
119. County Tax: Former W/H YTD (3)
120. County Tax: Former Gross YTD (3)
121. County Tax: Former TSP YTD (3)

REPORT 200 MASTER EMPLOYEE RECORD (Page 3 of 5)
DATA ELEMENTS

122. PCS: Frmr W/H Subj Cnty Tax YTD (3)
123. PCS: Frmr Ern Subj Cnty Tax YTD (3)
124. PCS: Frmr Ern Not Sub Ct Tax YTD (3)
125. City Tax: Former Code MTD (3)
126. City Tax: Former Earnings MTD (3)
127. City Tax: Former W/H MTD (3)
128. City Tax: Former Gross MTD (3)
129. City Tax: Former TSP MTD (3)
130. PCS: Frmr W/H Subj City Tax MTD (3)
131. PCS: Frmr Ern Subj City Tax MTD (3)
132. City Tax: Former Code QTD (3)
133. City Tax: Former Earnings QTD (3)
134. City Tax: Former W/H QTD (3)
135. City Tax: Former Gross QTD (3)
136. City Tax: Former TSP QTD (3)
137. PCS: Frmr W/H Subj City Tax QTD (3)
138. PCS: Frmr Ern Subj City Tax QTD (3)
139. City Tax: Former Code YTD (3)
140. City Tax: Former Earnings YTD (3)
141. City Tax: Former W/H YTD (3)
142. City Tax: Former Gross YTD (3)
143. City Tax: Former TSP YTD (3)
144. PCS: Frmr W/H Subj City Tax YTD (3)
145. PCS: Frmr Ern Subj City Tax YTD (3)
146. PCS: Frmr Ern Not Sub Ci Tax YTD (3)
147. PCS: Earnings HIT Cur Amount
148. PCS: Deduction HIT YTD Amount
149. PCS: Earnings HIT YTD Amount
150. PCS: Earnings FICA Cur Amount
151. PCS: Deduction FICA YTD Amount
152. PCS: Earnings FICA YTD Amount

REPORT 200 MASTER EMPLOYEE RECORD - LEAVE REGISTER

PAYROLL

(Page 4 of 5)

PURPOSE: To provide a current employee leave status.

CONTENT: All active employees or selected employee.

SEQUENCE: Selective by Center, Employee Name or SSN or Pay Block:
Processing, Name or Pay Block: Processing, SSN.
Page break by Center, Employee Name or SSN.

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                                               SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  200                               NASA PERSONNEL AND PAYROLL SYSTEM                                        PAGE:
SEQUENCE BY:                                         INSTALLATION NAME                                                 DATE:
                                                                                                                       TIME:
                                                    *ddddddddddddddddddddd
                                                   MASTER EMPLOYEE RECORD
                                                      LEAVE REGISTER
                                               AS OF MM/DD/YY PAY PERIOD NO. *a
PAY
BLK SSN       EMPLOYEE NAME                               GR/ST  WRK/SCH  LV/PER   LV/SCD   LWP/NTE  LWP/RIC/HRS LWP/SCD  FACILITY
AA  BBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC        DD EE      GG      HH    /xxxxx    /yyyyy     &o.oo    &ppp.pp      *e
------------- ANNUAL LEAVE ------------- ---- CREDIT HOURS ----  -------------------- COMPENSATORY TIME --------------------
       B/W    YTD                                    B/W    YTD              33/33 33/33 33/33 33/33 33/33 33/33 33/33 TOTAL
PYCO        LLLL.LL  ACCR RATE       RR  PYCO            /EEE.EE CURRENT     44.44 44.44 44.44 44.44 44.44 44.44 44.44 8888.88
ACCR   II.II MMM.MM  CHG DTE    SS/SS/SS EARNED   /AA.AA /FFF.FF CUR RATE    55.55 55.55 55.55 55.55 55.55 55.55 55.55
DNTD *ff.ff *ggg.gg                                              ------------EXTENDED COMP TIME SUMMARY------------
USED JJJ.JJ NNNN.NN  ADV ELIGIB TTTTTTTT USED    /BBB.BB /GGG.GG --TOTAL--  -----CUR HOURS-----  -----CUM HOURS-----
RIC   KK.KK  OOO.OO  CEILING       UUUUU FORFEIT /CCC.CC /HHH.HH   HOURS        USED     FRFTD       USED     FRFTD
BAL         PPPP.PP  SES ACCR    &hhh.hh                         6aaaa.aa   6bbbb.bb  6cccc.cc   6dddd.dd  6eeee.ee
ADV BAL    QQQQQ     PTHRS REMAIN &jj.jj BALANCE /JJJ.JJ
AVAILABLE  *cccc.cc  USE OR LOSE:&iii.ii                         ------------------- RELIGIOUS COMP TIME -------------------
----------------- RESTORED ANNUAL LEAVE -----------------        CURRENT     99.99 99.99 99.99 99.99 99.99 99.99 99.99  bbb.bb
                         ACCT1         ACCT2          ACCT3
PYCO         WWWWW.WW
REST                    XXXXX.XX      XXXXX.XX      XXXXX.XX        -------- COMP TIME --------       -- RELIGIOUS COMP --
USED B/W       YYYY.YY   ZZZZ.ZZ       ZZZZ.ZZ       ZZZZ.ZZ                   B/W     YTD               B/W     YTD
DONTD B/W     AAAAA.AA  AAAAA.AA      BBBBB.BB      BBBBB.BB         EARNED     ccc.cc  jjjj.jj           qqq.qq  vvvv.vv
DONTD RTD B/W DDDDD.DD  DDDDD.DD      CCCCC.CC      CCCCC.CC         USED       ddd.dd  kkkk.kk           rrr.rr  wwww.ww
BAL                     ll111.11      lll11.11      lllll.11         CUT       ffff.ff  mmmm.mm
EXP DATE                22/22/22      22/22/22      22/22/22         FORF      gggg.gg  nnnn.nn          ????.??  ????.??
                                                                     PAID      iiii.ii  pppp.pp
----- SICK  LEAVE -----                                              BALANCE   8888.88                   bbbb.bb
          B/W    YTD       --------- OTHER  LEAVE ---------
PYCO            /NNN.NN              B/W     YTD   NTE DATE
ACCRUED /K.KK       /OO    ADMIN    /XX.XX /YYY.YY
USED   /LL.LL   /PPP.PP    AWOL     /ZZ.ZZ /aaa.aa          ---------- CONTINUATION OF PAY ----------   ---- MILITARY LEAVE ------
RIC    /MM.MM   /QQQ.QQ    COURT    /bb.bb /ccc.cc          B/W       YTD      ITD     BAL   DATE LIMIT           HOURS      DAYS
BALANCE         /RRR.RR    EXCUSED  /dd.dd /eee.ee         /nn.nn  /ooo.oo  *bbb.bb /ppp.pp  /qq/qq/qq  USED B/W  /rr.rr
                           JURY     /ff.ff /ggg.gg                 /ooo.oo  *bbb.bb /ppp.pp  /qq/qq/qq  USED YTD  ssss.ss /uuuu.uu
- ADVANCED SICK LEAVE -    LWOP     /hh.hh /iii.ii /jj/jj/jj       /ooo.ooo *bbb.bb /ppp.pp  /qq/qq/qq  CARRY OVER        /vvvv.vv
           B/W       YTD   SUSP     /kk.kk /lll.ll /mm/mm/mm                                            LIMIT             /wwww.ww
ADVANCED         /TTT.TT   HOLIDAY  /55.55 /666.66
USED   /SSS.SS   /UUU.UU                             EOD      CUM NASA   -------------------- TIME OFF AWARDS --------------------
BALANCE         /VVVV.VV   GRADUATE /11.11 /222.22 /3333.33  /4444.44    ---- USED ----- -- FORFEITED --
EXP DATE       /WW/WW/WW                                                   B/W     YTD     B/W     YTD  AWARDED BALANCE  EXP-DATE

------- HOME LEAVE -------           --------- LEAVE DONATED ---------    *AA(1)  *BB(1)  *CC(1)  *DD(1)  *EE(1)  *FF(1)  *GG(1)
          B/W      YTD                                B/W      YTD        *AA(2)  *BB(2)  *CC(2)  *DD(2)  *EE(2)  *FF(2)  *GG(2)
USED  &ddd.dd    &eee.ee             USED            /7.77    /888.88     *AA(3)  *BB(3)  *CC(3)  *DD(3)  *EE(3)  *FF(3)  *GG(3)
HOURS USED CUM   &fff.ff             RECEIVED      /999.99    &aaa.aa     *AA(4)  *BB(4)  *CC(4)  *DD(4)  *EE(4)  *FF(4)  *GG(4)
LAST ACCR DATE &gg/gg/gg             CONTRIBUTED   &kkk.kk    &ccc.cc     *AA(5)  *BB(5)  *CC(5)  *DD(5)  *EE(5)  *FF(5)  *GG(5)
ACCRUAL RATE       &m                RETURNED      *hhh.hh    *iii.ii     *AA(6)  *BB(6)  *CC(6)  *DD(6)  *EE(6)  *FF(6)  *GG(6)
HOURS ACCRUED    &nnn.nn             PYCO                     &bbb.bb     *AA(7)  *BB(7)  *CC(7)  *DD(7)  *EE(7)  *FF(7)  *GG(7)
                                     BALANCE                  &lll.ll     *AA(8)  *BB(8)  *CC(8)  *DD(8)  *EE(8)  *FF(8)  *GG(8)
---- RESTRICTED LEAVE ----           EFFECTIVE DATE: *jj/jj/jj            *AA(9)  *BB(9)  *CC(9)  *DD(9)  *EE(9)  *FF(9)  *GG(9)
        ANNUAL     SICK              REASON:         *K                   *AA(10) *BB(10) *CC(10) *DD(10) *EE(10) *FF(10) *GG(10)
PREV   *mmm.mm   *nnn.nn             CANCEL DATE:    *ll/ll/ll
ACRUAL *ooo.oo   *ppp.pp                                        T-O-A     *AA(1-10)       *CC(1-10)       *EE(1-10)
TRNSF  *qqq.qq   *rrr.rr                                        TOTALS            *BB(1-10)       *DD(1-10)       *FF(1-10)
CURR   *sss.ss   *ttt.tt
ADV    *uuu.uu


                                                  SUBJECT TO PRIVACY ACT OF 1974
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REPORT 200 MASTER EMPLOYEE RECORD - LEAVE REGISTER (Page 4 of 5)

DATA ELEMENTS

A. Pay Block: Processing
B. SSN
C. Employee Name: (Last, First, MI, Gen)
D. Grade: Current
E. Step
G. Work Schedule Code
H. Leave Period: Current
I. Annual Leave: Accrued B/W
J. Annual Leave: Used B/W
K. Annual Leave: RIC B/W
L. Annual Leave: PYCO
M. Annual Leave: Accrued YTD
N. Annual Leave: Used YTD
O. Annual Leave: RIC YTD
P. Annual Leave: Earned Balance
Q. Annual Leave: Advanced Bal
R. Annual Leave: Accrual Rate
S. Annual Leave: Change Date
T. 'Allow' Or 'Disallow' (Literal) If Pay-Disallow-Adv-Lv = 'Y'
U. Annual Leave: Ceiling
W. Restored Leave: PYCO
X. Restored Leave: Hours Type (3) =
   Restored Leave: Hours Acct 1 +
   Restored Leave: Hours Acct 2 +
   Restored Leave: Hours Acct 3
Y. Restored Leave: Used B/W
Z. Restored Leave: Used Cum (3)
   A. Restored Leave: Donated B/W (1,2,3)
   B. Restored Leave: Donated Cum (1,2,3)
   C. Restored Leave: Donated RTD B/W (1,2,3)
   D. Restored Leave: Donated RTD Cum (1,2,3)
1. X - Z (3)
2. Restored Leave: Expir Date (3)
3. Pay Period Ending Date (Format: 7 MM/DD; From The Most Current)
4. Comp Time: Hours (7)
5. Comp Time: Hourly Rate (7)
8. Comp Time: Current Balance
9. Comp Time: Relig Hours (7)
b. Comp Time: Relig Balance
c. Comp Time: Earned B/W
d. Comp Time: Used B/W
f. Comp Time: Hours Cut B/W
g. Comp Time: Forfeited B/W
i. Comp Time: Hours Paid B/W
j. Comp Time: Earned YTD
k. Comp Time: YTD Used (Prim & Ext)

m. Comp Time: Hours Cut YTD
n. Comp Time: Forfeited YTD
p. Comp Time: Hours Paid YTD
q. Comp Time: Relig Earned B/W
r. Comp Time: Relig Used B/W
v. Comp Time: Relig Earned YTD
w. Comp Time: Relig Used YTD
x. Comp Time: Relig Forfeited B/W
y. Comp Time: Relig Forfeited YTD
/A. Credit Hours: Earned B/W
/B. Credit Hours: Used B/W
/C. Credit Hours: Forf B/W
/E. Credit Hours: PYCO
/F. Credit Hours: Earned YTD
/G. Credit Hours: Used YTD
/H. Credit Hours: Forf YTD
/J. Credit Hours: Balance
/K. Sick Leave: Accrued B/W
/L. Sick Leave: Used B/W
/M. Sick Leave: Accrued B/W if Annual Leave: RIC B/W > 0
/N. Sick Leave: PYCO
/O. Sick Leave: Accrued YTD
/P. Sick Leave: Used YTD
/Q. Sick Leave: RIC YTD
/R. Sick Leave: Balance
/S. Sick Leave: Advanced Used
/T. Sick Leave: Advanced
/U. Sick Leave: Advanced Used YTD
/V. Sick Leave: Advanced Balance
/W. Sick Leave: Advanced Dte Limit
/X. Administrative Leave: Used B/W
/Y. Administrative Leave: YTD
/Z. AWOL: Used B/W
/a. AWOL: Used YTD
/b. Court Leave: Used B/W
/c. Court Leave: Used YTD
/d. Excused Leave: Used B/W
/e. Excused Leave: Used YTD
/f. Jury Leave: Used B/W
/g. Jury Leave: Used YTD
/h. LWOP: Used B/W
/i. LWOP: Used YTD
/j. LWOP: NTE Date
/k. Suspension: Used B/W
/l. Suspension: Used YTD
/m. Suspension: NTE Date
/n. Cop Leave: Hours Used B/W

/o. Cop Leave: Hours Used YTD (3)

/p. Cop Leave: Hrs Limit Bal (3)

/q. Cop Leave: Date Limit (3)

/r. Military Leave: Used B/W Hours

/s. Military Leave: Used YTD Hours

/u. Military Leave: Used Days FYTD

/v. Military Leave: Carryover Days

/w. Military Leave: Days Limit

/x. SCD: Leave

/y. LWP: NTE Date

/1. Graduate Leave: Used B/W

/2. Graduate Leave: Used YTD

/3. Graduate Leave: Used EOD To Date

/4. Graduate Leave: Cum NASA

/5. Holiday Leave: Used B/W

/6. Holiday Leave: Used YTD

/7. Donated Al: Used B/W

/8. Donated Al: Used YTD

/9. Donated Al: Received B/W

&a. Donated Al: Received YTD

&b. Donated Al: PYCO

&c. Donated Al: Contributed To Date

&d. Home Leave: Hours Used B/W

&e. Home Leave: Used YTD

&f. Home Leave: Hours Used Cum

&g. Home Leave: Last Accrual Date

&h. Annual Leave: SES First Year

&i. If (Annual Leave: Earned Balance + Annual Leave: Advanced Bal) > Annual: Leave Ceiling
Then
  Annual Leave: Earned Balance + Annual Leave: Advanced Bal - Annual Leave: Ceiling
Else
  0

&j. Annual Leave: P/T Carry Over

&k. Donated Al: Current Given

&l. Donated Al: Bal Available

&m. Home Leave: Accrual Rate

&n. Home Leave: Hours Accrued

&o. LWOP: 80 Hour Accrual

&p. LWOP: SCD Hours

*a. Pay Period Number

*b. COP Leave: Injury To Date (3)

*c. P + Q

*d. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table

*e. Facility Code

*f. Donated Al: Donated-Returned B/W

*g. Donated Al: Donated-Returned YTD

*h. Donated Al: Returned B/W
*i. Donated Al: Returned YTD
*j. Donated Al: Effective Date
*k. Donated Al: Reason Code
*l. Donated Al: Cancel Date
*m. Restricted Al: Restricted CUM - Restricted Al: Restricted B/W
*n. Restricted Sl: Restricted CUM - Restricted Sl: Restricted B/W
*o. Restricted Al: Restricted B/W
*p. Restricted Sl: Restricted B/W
*q. Restricted Al: Restricted TRNSFR
*r. Restricted Sl: Restricted TRNSFR
*s. Restricted Al: Restricted CUM
*t. Restricted Sl: Restricted CUM SL
*u. Annual Leave Proj Restricted
*AA. Employee Time Off Award Hours Current Used Quantity
*BB. Employee Time Off Award Hours Year to Date Used Quantity
*CC. Employee Time Off Award Hours Current Forfeited Quantity
*DD. Employee Time Off Award Hours Year to Date Forfeited Quantity
*EE. Employee Time Off Award Hours Quantity
*FF. Compute Balance: (Employee Time Off Awards Hours Quantity (N)) - (Employee Time Off Award Hours Cumulative Used Quantity (N)) - (Employee Time Off Award Hours Year To Date Forfeited (N)), Where N Refers to the Occurrence Number
*GG. Employee Time Off Award Expiration Date
6a. Total of Empl Extnd CT Hrs Qty
6b. Total of Empl Extnd CT Crnt Used Qty
6c. Total of Empl Extnd CT Crnt Frftd Qty
6d. Total of Empl Extnd CT Cumltv Used Qty
6e. Total of Empl Extnd CT Cumltv Frftd Qty

REPORT 200 **MASTER EMPLOYEE RECORD - THRIFT SAVINGS PLAN** PAYROLL
(Page 5 of 5)

PURPOSE: To provide a bi-weekly record of the current status and results of all transactions affecting the employees Thrift Savings Plan computation.

CONTENT: All active employees or selected employee.

SEQUENCE: Selective by Center, Employee Name or SSN or Pay Block:
Processing, Name or Pay Block: Processing, SSN.
Page break by Center, Employee Name or SSN.

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                                                  SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  200                                 NASA PERSONNEL AND PAYROLL SYSTEM                                     PAGE:
 SEQUENCE BY:                                            INSTALLATION NAME                                             DATE:
                                                                                                                       TIME:

                                                   *bbbbbbbbbbbbbbbbbbbbbbbbbbb
                                                  MASTER EMPLOYEE RECORD - TSP
                                                AS OF MM/DD/YY PAY PERIOD NO. *a


PB  NAME                                        SSN     RET S  STAT DATE VST  TSP.SCD   TSP/ELIG  SCH.SAL     AN.SAL    B/W SAL
                                                                                                              SEP/CDE   SEP/DATE
AA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB         CCCCCCCC    D E   FF/FF/FF  G HH/HH/HH   77/77/77 IIIIII.II JJJJJJ.JJ     KKKK.KK
FACILITY: *c                                                                                                     L       MM/MM/MM


 -------------- INDIVIDUAL-----------
 TSP  TSP
 DED  RATE
  $    %
 NNNN OOO.O

                               ----- PRECALCULATED NORMAL/CURRENT/YEAR TO DATE/CUMULATIVE -----
                                      - NORMALS -   - CURRENT -  -ADJUSTMENTS-  --- YTD ---  -CUMULATIVE-   - TRANSIN -
TSP: CURRENT YEAR DEDUCTION              UUU.UU       WWW.WW        YYY.YY         gggg.gg    iiiii.ii        88888.88
     CATCHUP CY DEDUCTION                ddd.dd       eee.ee        fff.ff         gggg.gg                    hhhhh.hh

TSP: LOAN                                VVV.VV
     LOAN 1                                           eee.ee                       5555.55 LOAN wwwwwwww.ww
     LOAN 2                                           fff.ff                       6666.66 LOAN xxxxxxxx.xx

TSP: 1% CONTRIBUTION                                  jjj.jj        lll.ll         ssss.ss



TSP: MATCHING CONTRIBUTION                            ooo.oo        qqq.qq         2222.22



        TAXABLE INCOME: 444,444.44                                     CURRENT YEAR BAL: vvvvv.vv









                                                  SUBJECT TO PRIVACY ACT OF 1974
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REPORT 200 MASTER EMPLOYEE RECORD - THRIFT SAVINGS PLAN (Page 5 of 5)

DATA ELEMENTS

A. Pay Block: Processing
B. Employee Name (Last, First, MI, Gen)
C. SSN
D. Retirement Plan
E. TSP: Employee Status Code
F. TSP: Employee Status Date
G. TSP: Vesting Period
H. TSP: SCD
I. Salary: Scheduled
J. Salary: Annual
K. Gross Earnings: Normal
L. TSP: Separation Code
M. TSP: Separation Date
N. TSP: Elected Amount of Ded
O. TSP: Elected Rate of Ded
U. TSP: CY Ded Normal + TSP Catchup: New Norm
V. TSP: Loan Ded Normal
W. TSP: Current pay period emp contribution + TSP Catchup; B/W Ded Amt
Y. TSP: Current pay period emp contribution Adj + TSP Catchup: Emp Ded Adj Tot
g. TSP: YTD (Emp Contribution) +TSP Catchup: YTD Ded Amt
j. TSP: Current pay period Govt Basic
l. TSP: Current pay period Govt Basic Adj
o. TSP: Current pay period Govt Matching
q. TSP: Govt Matching Adj Tot
s. TSP: Govt Basic Contr YTD
v. TSP: Current Year Balance
w. Account Number
x. Account Number
2. TSP: Govt Matching Contr YTD
4. Taxable Earnings: YTD
5. TSP: Loan Ded 1 YTD
6. TSP: Loan Ded 2 YTD
7. TSP: Eligibility Date
8. Empl Trnsfr In YTD TSP Ded Amt + TSP Catchup: TRANSIN
*a. Pay Period Number
*b If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
*c Facility Code
*d TSP Catchup: New Norm
*e TSP Catchup: B/W Ded Amt
*f TSP Catchup: Emp Ded Adj Tot
*g TSP Catchup: YTD Ded Amt
*h TSP Catchup: Trans In

REPORT 100 T & A REPORTED HOURS (Report 1 of 2) PAYROLL

PURPOSE: To provide pay period hours worked and leave taken by category as reported on the Time and Attendance records.

CONTENT: All active employees.

SEQUENCE: Selective by Center, Pay Block: Processing, Employee Name (and SSN) or Pay Block: Processing, SSN. Totals by every 100 employees within a Pay Block, Pay Block: Processing and Center. Page breaks by Hundreds totals within Pay Block, Pay Block: Processing, Center.

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                                                    SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  100                                  NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
 SEQUENCE BY:                                             INSTALLATION NAME                                            DATE:
                                                         iiiiiiiiiiiiiiiiiiii                                          TIME:
                                                         T & A REPORTED HOURS
                                                             AS OF MM/DD/YY


PB  ORG     SSN                 FACILITY   SH WK REG/HRS OT/HRS  NT/DIF  CMP/ERN CRD/ERN REL/ERN HOL/WK ANL/LV SCK/LV COU/LV  NOT
NAME                                             ADM/LV  HAZ/DTY SUN/DIF CMP/TM  CRD/HRS REL/HRS HOL/LV EXC/LV COP    RST/HRS EQUAL
                                                 LWOP    AWOL    SUSP            HOM/HRS JRY/LV  GRD/LV MIL          TIME OFF 80 HOURS
--- ---     ---                 --------   ----- ------- ------- ------  ------- ------- ------  ------ -----  ------ ------- -------
AA  BBBBB  CCC-CC-CCCC             j        D E  FFF.FF  GGG.GG  HHH.HH  III.II  JJJ.JJ  KKK.KK  LLL.LL OOO.OO  PPP.PP 555.55    7
66666666666666666666666666666666666              XXX.XX  NNN.NN  MMM.MM  QQQ.QQ  RRR.RR  444.44  VVV.VV 111.11  222.22 WWW.WW
                                                 SSS.SS  TTT.TT  UUU.UU          999.99  YYY.YY  ZZZ.ZZ 333.33         lll.ll


* Hun  aaa  T & A                               bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb
                                                bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb bbbb.bb
                                                bbbb.bb bbbb.bb bbbb.bb         bbbb.bb bbbb.bb bbbb.bb bbbb.bb



 PAYBLOCK  AA                   cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc
                                cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc cccccc.cc
                                cccccc.cc cccccc.cc cccccc.cc           cccccc.cc cccccc.cc cccccc.cc cccccc.cc
 TOTAL NUMBER REPORTED T & A    > dddddd
 TOTAL NUMBER MISSING  T & A    > eeeeee


 CENTER                         ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff
 TOTALS                         ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff ffffff.ff
                                ffffff.ff ffffff.ff ffffff.ff           ffffff.ff ffffff.ff ffffff.ff ffffff.ff
 TOTAL NUMBER REPORTED T & A    > gggggg
 TOTAL NUMBER MISSING  T & A    > hhhhhh

                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. Pay Block: Processing
B. Organization: Assigned
C. SSN
D. Shift Worked Week 1, 2
E. '1' or '2' (literal, Week 1, 2)
F. Regular Hours: Week 1, 2
G. Overtime: Hours Week 1, 2
H. Night Differential: Hrs Week 1, 2
I. Comp Time: Earned Week 1, 2
J. Credit Hours: Earned Week 1, 2
K. Comp Time: Relig Earned Week 1, 2
L. Holiday Hours: Week 1, 2
M. Sunday Diff: Hours Week 1, 2
N. Hazardous Hours: Week 1, 2
O. Annual Leave: Used Week 1, 2
P. Sick Leave: Used Week 1, 2
Q. Comp Time: Used Week 1, 2
R. Credit Hours: Used Week 1, 2
S. LWOP: Used Week 1, 2
T. AWOL: Used Week 1, 2
U. Suspension: Used Week 1, 2
V. Holiday Leave: Used Week 1, 2
W. Restored Leave: Used Week 1, 2
X. Administrative Leave: Used Wk 1, 2
Y. Jury Leave: Used Week 1, 2
Z. Graduate Leave: Used Week 1, 2
1. Excused Leave: Used Week 1, 2
2. COP Leave: Used Week 1, 2
3. Military Leave: Used Week 1, 2
4. Comp Time: Relig Used Week 1, 2
5. Court Leave: Used Week 1, 2
6. Employee Name (Last, First, MI, Gen)

7. If Employee Hours < 80.00:
'PT' if Work Schedule = 'P'
'FURLGH' if Duty Status = 'F'
'NEW' if New Employee Indicator = 'Y'
'TERM' if Duty Status = 'Z'
'ERROR' if T & A: Status = 'E'
'IRREGU' if T & A: Status = 'G' and Tour From and To Hours = zero
If Employee Hours > 0:
'FF/LE' if Tour of Duty: Uncommon Hours not = 0
If Employee Hours > 80.00:
'ERROR' if T&A: Status = 'E'

8. Home Leave: Used Week 1, 2

a. Hundred Employee Counts
b. Hundred Total Hours for each Reported Hours category
c. Pay Block Total Hours for each Reported Hours category
d. Pay Block Employee Counts with T & A record
e. Pay Block Employee Counts without T & A
f. Center Total Hours for each Reported Hours category
g. Center Employee Counts with T & A record
h. Center Employee Counts without T & A record
i. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
j. Facility Code
l. T & A Rpt Oth Lv Hrs (*) for Time Off Awards

SELECTION CRITERIA:
Includes all employees with the following criteria:
- Installation code equals user designated center code
- Reactivation Indicator not equal 3 or 2 (active for pay)
- Facility Code equals user designated facility code if entered

Employee Hours =
Regular Hours: Week 1
Regular Hours: Week 2
+ Annual Leave: Used Week 1
Annual Leave: Used Week 2
+ Sick Leave: Used Week 1
Sick Leave: Used Week 2
+ Comp Time: Week 1
Comp Time: Week 2
+ LWOP: Used Week 1
LWOP: Used Week 2
+ Suspension: Used Week 1
Suspension: Used Week 2
+ AWOL: Used Week 1
AWOL: Used Week 2
+ Holiday Leave: Used Week 1
Holiday Leave: Used Week 2
+ Restored Leave: Used Week 1
Restored Leave: Used Week 2
+ * Court Leave: Used Week 1
Court Leave: Used Week 2
+ * Graduate Leave: Used Week 1
Graduate Leave: Used Week 2
+ * Excused Leave: Used Week 1
Excused Leave: Used Week 2
+ * Administrative Leave: Used Week 1
Administrative Leave: Used Week 2
+ * Jury Leave: Used Week 1
Jury Leave: Used Week 2
+ * COP Leave: Used Week 1
COP Leave: Used Week 2
+ * Comp Time: Relig Used Week 1
Comp Time: Relig Used Week 2
+ * Military Leave: Used Week 1
Military Leave: Used Week 2
+ * Home Leave: Used Week 1
Home Leave: Used Week 2
+ * Credit Hours: Used Week 1
Credit Hours: Used Week 2
* T&A: Rpt Oth Lv Hrs (*)
If T&A: Other Leave Code = "T"

* Up to 4 of these each week.

REPORT 100 T & A REPORTED HOURS (Report 2 of 2) PAYROLL

PURPOSE: To list employees who do not have the Time and Attendance records.

CONTENT: Employees without T & A record.

SEQUENCE: Selective by Center, Pay Block: Processing, Employee Name or Center, Pay Block: Processing, SSN.
Page break by Center, Pay Block: Processing

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                                               SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  100                              NASA PERSONNEL AND PAYROLL SYSTEM                             PAGE:
 SEQUENCE BY:                                        INSTALLATION NAME                                      DATE:
                                                    HHHHHHHHHHHHHHHHHHHH                                    TIME:
                                                    T & A REPORTED HOURS
                                                      AS OF MM/DD/YY

                                            MISSING T & A CARDS FOR PAYBLOCK  AA



   SSN         FACILITY  ORGAN.  WEEK  SHIFT   T A DIST.    EMPLOYEE NAME
BBB-BB-BBBBB       I     CCCCC    D      E        F         GGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGG













                                                 SUBJECT TO PRIVACY ACT OF 1974
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A.	Pay Block: Processing	F.	T & A: Distribution Code
B.	SSN	G.	Employee Name (Last, First, MI, Gen)
C.	Organization: Assigned	H.	If the user designates a Facility Code, the Facility Name will be derived from the Facility Table
D	'1' or '2' (literal, week 1 or 2)	I.	Facility Code
E.	Shift Worked Week 1, or 2		

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation Code equal to user designated center code
- T & A: Status = 'M' (Missing)
- Facility Code equals user designated facility code if entered

REPORT 103 NET PAY DISPOSITION REGISTER (NON-EFT) PAYROLL

PURPOSE: To provide documentation of net pay issued this period.

CONTENT: Employees not participating in DD/EFT

SEQUENCE: Selective by Center, Pay Block: Processing, Employee Name or
Center, Pay Block: Processing, SSN.
Totals by Pay Block: Processing, Center.
Page break by Pay Block: Processing, Center.

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                                                    SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  103                                    NASA PERSONNEL AND PAYROLL SYSTEM                          PAGE:
SEQUENCE BY:                                               INSTALLATION NAME                                  DATE:
                                                      HHHHHHHHHHHHHHHHHHHHHHHHHH                              TIME:
                                                NET PAY DISPOSITION REGISTER (NON-EFT)
                                                            AS OF MM/DD/YY


PB   SSN             AMOUNT              ADDRESS LINE 1                     ADDRESS LINE 2              ADDRESS LINE 3         ZIP
FACILITY     NAME

AA BBB-BB-BBBB    CC,CCC,CCC.CC  EEEEEEEEEEEEEEEEEEEEEEEEEEEEEEE  EEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEE  EEEEEEEEEEEEEEEEEEEE  EEEEEEE
I            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD


01   123-45-6789       1,486.68  6987 ST. CHRISTOPHER             APT. 200                             SHADYNOOK,TX          772070000
M            BRANDYWINE, LAMEAL L.





PAYBLOCK TOTALS
TOTAL EMPLOYEES        FF,FFF
TOTAL DOLLARS     GGG,GGG,GGG.GG


CENTER TOTALS
TOTAL EMPLOYEES     F,FFF,FFF
TOTAL DOLLARS   G,GGG,GGG,GGG.GG







                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing

B. SSN

C. Net Earnings: B/W + Award: Net Earnings

D. Employee Name (Last, First, MI, Gen)

E. If Office Check = 'Y'
    '* Office Check'
  else
    Address: Check Mailing

F. Pay Block: Processing and Center Employee Counts

G. Pay Block: Processing and Center Total of C

H. If the user designates a Facility Code, the Facility Name will be derived from the Facility Table

I. Facility Code

SELECTION CRITERIA:
Include all employees with the following criteria:

- Installation code equals user designated center code
- Net Pay: Disposition Code not equal 2
- Net Earnings: B/W not equal 0 or Award: Amount > 0 (if Award: Local Check = 'B')

  Facility Code equals user designated facility code if entered

REPORT 418 **W2 FORM - WAGE & TAX STATEMENT** **(Report 1 of 4)** PAYROLL

PURPOSE: To provide employees with a wage and tax statement for filing with Federal, State, and Local taxing authorities.

CONTENT: Each employee with earnings run yearly.
Report produced for employees separated in the current pay period.
Report produced for all employees with YTD Gross or HIT or FICA Earnings or PCS travel earnings at Pay Year End.
Report produced for single SSN.

SEQUENCE: By

1) Center, Employee HIT/FICA Earnings (HIT only, FICA only, Both HIT and FICA), SSN, Entities. Installation Code, Facility Code, Duty Status, Organization Assigned, Name
2) Active/Inactive, Organization Assigned, Name
3) State Code, Name
4) Zip Code, SSN
5) T & A Distribution Code Name
6) Duty Status, Organization Assigned, SSN
7) Duty Status, Organization Assigned, Employee Number
8) Installation Code, Pay Block, SSN

DATA ELEMENTS

An Entity refers to one of the following: Current State, Current City, Current County, Former State 1, Former State 2, Former State 3, Former City 1, Former City 2, Former City 3, Former County 1, Former County 2, Former County 3.

a. Control Number (A sequential number starting with 1)
b. Installation: Fed Tax W2 ID
c. Installation: Name, Installation: Address
d. SSN
e. Employee Name (First, MI, Last, Genealogical Suffix), Address: Mailing
1. Gross Earnings: YTD (minus the total Royalty payments received during the year) + PCS: Erngs Subj Fed Tax YTD - TSP: CY YTD - EMPL FEHB TAX EX FED-YTD-AMT (includes SLR) - TFBP FED YTD AMT – TSP CATCH-UP: YTD DED AMT – FSA HC: FED YTD DED – FSA DC: FED YTD DED
2. Federal Tax: YTD + PCS: Federal Tax Withheld YTD
3. FICA: Earnings YTD (includes SLR)
4. FICA: YTD
5. HIT: Earnings YTD (includes SLR)
6. HIT: YTD
9. EIC: YTD
10. FSA DC: FED YTD DED

13a. Box 13 has a maximum of 3 "D" codes.
If an employee has more than 3 codes, an additional W2 is produced.
A "D" code is produced if 1 of the following fields > 0: TSP CATCH-UP: YTD DED AMT
TSP: CY YTD, State Tax: TSP CY Ded YTD, City Tax: TSP CY Ded YTD,
County Tax: TSP CY Ded YTD, State Tax: Former TSP YTD,
City Tax: Former TSP YTD, County Tax: Former TSP YTD,

FSA HC: FED YTD DED, FSA HC: ST YTD DED, FSA HC: CTY YTD DED, FSA HC: FRMR ST YTD DED, FSA HC: FRMR CTY YTD DED, FSA DC: FED YTD DED, FSA DC: ST YTD DED, FSA DC: CTY YTD DED, FSA DC: FRMR ST YTD DED, FSA DC: FRMR CTY YTD DED.

13b. A literal is produced to identify each "D" code.
The literal is "FED" if TSP: CY YTD or FSA HC: FED YTD DED OR FSA DC: FED YTD DED > 0 or TSP CATCH-UP: YTD DED AMT > 0
or
the literal is 1 of the following fields, whichever is not blank:
State Tax: Code, Local Tax Entity: Code, State Tax: Former Code YTD,
City Tax: Former Code YTD, County Tax: Former Code YTD.

13c. A “P” code is produced if PCS: Earnings Not Subject to Tax YTD > 0.

15c. 'X' If Retirement Plan = '1', '6', 'R', 'T', 'C', 'E', 'K', 'M', 'N'

15g. 'X' If TSP: CY YTD > 0

16. State = State Tax: Code or Former State Tax: Code
Employer's State I.D. No = *State Employer ID Table Lookup based on State

17. = State Tax: Erngs YTD + PCS: Erngs Subj State Tax YTD
= State Tax: Former Earnings YTD + PCS: Frmr Earn Subj St Tax YTD
(includes SLR)

18. = State Tax: YTD + PCS: State Tax Withheld YTD
= State Tax: Former W/H YTD + PCS: Frmr W/H Subj St Tax YTD

19. = City Name *Tax Table Look Up Depending On City Tax: Code
= Former City Name *Tax Table Look Up Depending On City Tax: Former Code
= County Name *Tax Table Look Up Depending On County Tax: Code
= Former County Name *Tax Table Look Up Depending On County Tax: Former Code

20. = Local Tax Entity: YTD Earned(2) + PCS: Erngs Subj City Tax YTD
= City Tax: Former Earnings YTD + PCS: Frmr Earn Subj City Tax YTD
= Local Tax Entity: YTD Earned(1) + PCS: Erngs Subj County Tax YTD
= County Tax: Former Earnings YTD + PCS: Frmr Earn Subj Cnty Tax YTD
(includes SLR)

21. = Local Tax Entity: YTD WH(2) + PCS: City Tax Withheld YTD
= City Tax: Former W/H YTD + PCS: Frmr W/H Subj City Tax YTD
= Local Tax Entity: YTD WH(1) + PCS: County Tax Withheld YTD
= County Tax: Former W/H YTD + PCS: Frmr W/H Subj Cnty Tax YTD

SELECTION CRITERIA

Note: Option To Run Either Bi-weekly Or End-Of-Year Includes employees with following criteria:

- Installation Code equal to user designated Center Code
- (1) Inactive Employees: Reactivation Indicator = 0
  Duty Status = 'Z'
  Termination Date >= Pay Cntl: Current PP Begin Date
  Gross Earnings: YTD not = 0
  HIT Earnings: YTD not = 0
  FICA Earnings: YTD not = 0

- (2) All Employees:
  Gross Earnings: YTD not = 0
  HIT Earnings: YTD not = 0
  FICA Earnings: YTD not = 0

REPORT 418 **W2 FORM - WAGE & TAX STATEMENT** **(Report 2 of 4)** PAYROLL

PURPOSE: To list employees who need to be edited when generating W-2 forms.

CONTENT: List employees who do not have earnings or some special cases which are listed in selection criteria.

SEQUENCE: By Center Pay Block: Processing, SSN

```
                                           SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  418                          NASA PERSONNEL AND PAYROLL SYSTEM                                        PAGE:
 SEQUENCE BY:                                     INSTALLATION NAME                                                DATE:
                                                 EDIT LISTING REPORT                                               TIME:
                                                    AS OF MM/DD/YY


PAY   EMPLOYEE                                                      RET FICA  EMPL
BLK    NUMBER     ORGN   EMPLOYEE NAME                               CODE   STATUS                  EDIT MESSAGE
---   --------    ----   -------------                              -------- ------                  ------------    9/21/89   418
AA   BBB-BB-BBBB  CCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD    E      F     GGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGGG


02   000-00-0047  CG     JACK T CORDE                           K            EMPLOYEE WITH NO YTD GROSS OR HIT OR FICA EARNINGS
02   000-00-0067  EV     KATHY P JONES                          2            EMPLOYEE WITH YTD FICA DEDUCTION AND NO YTD FICA EARNINGS




  H,HHH,HHH  EMPLOYEE'S RECORDS INPUT




















                                              SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. SSN
C. Organization: Assigned
D. Employee Name (first, mi ,last)
E. Retirement Plan
F. Duty Status
G. Message
H. Total Employee Counts

SELECTION CRITERIA:
Include all employees with the following criteria:

- Installation code equals user designated center code
- Gross Earnings: YTD = 0 and HIT Earnings: YTD = 0 and FICA Earnings: YTD = 0
  or
  FICA: YTD > 0 and FICA: Earnings YTD = 0
  or
  FICA: Earnings YTD >0 and FICA YTD=0
  or
  HIT: YTD >0 and HIT: Earnings YTD=0
  or
  HIT: Earnings YTD >0 and HIT: YTD=0.

REPORT 418 **W-2 FORM - WAGE & TAX STATEMENT** **(Report 3 of 4)** PAYROLL

PURPOSE: To provide W-2's Statistics.

CONTENT: W-2's Counts and Totals.

SEQUENCE: N/A

```
REPORT NO:  418                             NASA PERSONNEL AND PAYROLL SYSTEM                         PAGE:
SEQUENCE BY:                                        INSTALLATION NAME                                  DATE:
                                                                                                       TIME:
                                            W-2'S EDIT REPORT AND STATISTICS
                                                      AS OF MM/DD/YY
                                ------------------------------------------------------

                                EMPLOYEES WITH HIT (MQFE) ONLY          =    A,AAA,AAA
                                EMPLOYEES WITH HIT (MQFE) AND FICA      =    F,FFF,FFF
                                EMPLOYEES ON FILE                       =    D,DDD,DDD

                                ------------------------------------------------------

                                EMPLOYEES WITH NO GROSS OR HIT OR FICA  =    E,EEE,EEE
                                TOTAL EMPLOYEE W-2 FORMS                =    C,CCC,CCC

                                ------------------------------------------------------

                                TTL EMPLOYEE COMPENSATION (NOT DEF)  =  GGG,GGG,GGG.GG
                                TOTAL DEFERRED COMPENSATION          =  HHH,HHH,HHH.HH
                                TOTAL TAX EXEMPT FEHB                =  WWW,WWW,WWW.WW
                                TOTAL TAX EXEMPT TFBP                =  YYY,YYY,YYY.YY
                                TOTAL TAX EXEMPT FSA HC              =  XXX,XXX,XXX.XX
                                TOTAL TAX EXEMPT FSA DC              =  ZZZ,ZZZ,ZZZ.ZZ
                                FEDERAL TAX WITHHELD                 =  III,III,III.II

                                ------------------------------------------------------

                                TOTAL HOSP. INS. TAX WAGES           =  JJJ,JJJ,JJJ.JJ
                                TOTAL HOSP. INS. TAX DEDUCTED        =  KKK,KKK,KKK.KK

                                ------------------------------------------------------

                                TOTAL FICA WAGES                     =  LLL,LLL,LLL.LL
                                TOTAL FICA DEDUCTED                  =  MMM,MMM,MMM.MM

                                ------------------------------------------------------

                                TOTAL STATE TAX EARNINGS             =  NNN,NNN,NNN.NN
                                TOTAL STATE TAX DEDUCTION            =  OOO,OOO,OOO.OO

                                TOTAL COUNTY TAX EARNINGS            =  PPP,PPP,PPP.PP
                                TOTAL COUNTY TAX DEDUCTION           =  QQQ,QQQ,QQQ.QQ

                                TOTAL CITY TAX EARNINGS              =  RRR,RRR,RRR.RR
                                TOTAL CITY TAX DEDUCTION             =  SSS,SSS,SSS.SS
                                ------------------------------------------------------

                                TOTAL EARNED INCOME CREDIT           =  TTT,TTT,TTT.TT

                                ------------------------------------------------------


                                TOTAL EMPLOYEE COMPENSATION
                                          INCLUDES NON-PAY SUBJ WH   =  UUU,UUU,UUU.UU
                       AND DOES NOT INCLUDE NON-PAY NOT SUBJ TO WH   =  VVV,VVV,VVV.VV
```

DATA ELEMENTS

A. W-2 Form Counts if FICA: Earnings YTD = 0 and HIT: Earnings YTD > 0
C. Total W-2 Form Counts
D. Total Employee Counts
E. Employee Counts if Gross Earnings: YTD = 0 and HIT Earnings: YTD = 0 and FICA Earnings: YTD = 0
F. Employee Counts if FICA: Earnings YTD > 0 And HIT: Earnings YTD > 0
G. Total Of (Gross Earnings: YTD + PCS: Erngs Subj Fed Tax YTD - TSP: Cy YTD - EMPL FEHB TAX EX FED YTD AMT) (includes SLR) – FSA HC: FED YTD DED – FSA DC: FED YTD DED
H. Total Of TSP: Cy YTD + TSP CATCH-UP: YTD DED AMT
I. Total Of (Federal Tax: YTD + PCS: Federal Tax Withheld YTD)
J. Total Of HIT: Earnings YTD (includes SLR)
K. Total Of HIT: YTD
L. Total Of (FICA: Earnings YTD + PAY-FICA-YTD-EARN-PRIOR) (includes SLR)
M. Total Of (FICA: YTD + PAY-FICA-YTD-DED-PRIOR)
N. Total of (State Tax: Erngs YTD + PCS: Erngs subj State Tax YTD + State Tax: Former Earnings YTD (1-3) + PCS: FRMR Ern Subj St Tax YTD(1-3) (includes SLR; FSA: HC FED YTD DED and FSA: DC FED YTD DED have already been subtracted out)
O. Total Of (State Tax: YTD + PCS: State Tax Withheld YTD + State Tax: Former W/H YTD (1-3) + PCS: Frmr W/H Subj St Tax YTD (1-3))
P. Total Of (County Tax: Erngs YTD + County Tax: Former Earnings YTD (1-3) + PCS: Frmr Ern Subj Cnty Tax YTD (1-3))
Q. Total Of (County Tax: YTD + County Tax: Former W/H YTD (1-3) + PCS: Frmr W/H Subj Cnty Tax YTD (1-3))
R. Total Of (City Tax: Erngs YTD + City Tax: Former Earnings YTD (1-3) + PCS: Frmr Ern Subj City Tax YTD (1-3)) (includes SLR; FSA: HC FED YTD DED and FSA: DC FED YTD DED have already been subtracted out)
S. Total Of (City Tax: YTD + City Tax: Former W/H YTD (1-3) + PCS: Frmr W/H Subj City Tax YTD (1-3))
T. Total Of EIC: YTD
U. Total Of PCS: Erngs Subj Fed Tax YTD
V. Total Of PCS: Erngs Not Subj Tax YTD
W. Total of Tax Exempt FEHB YTD
X. Total of FSA HC: FED YTD DED
Y. Total of TFBP FED YTD AMT
Z. Total of FSA DC: FED YTD DED

REPORT 418 **W-2 FORM - WAGE & TAX STATEMENT** **(Report 4 of 4)** PAYROLL

PURPOSE: To provide W-2's Statistics at an Agency Level for the Consolidated Payroll Office.

CONTENT: W-2's Counts and Totals.

SEQUENCE: N/A

```
REPORT NO:  418                             NASA PERSONNEL AND PAYROLL SYSTEM                          PAGE:
SEQUENCE BY:                                        INSTALLATION NAME                                  DATE:
                                                                                                       TIME:
                                            W-2'S EDIT REPORT AND STATISTICS
                                                      AS OF MM/DD/YY
                                ------------------------------------------------------

                                EMPLOYEES WITH HIT (MQFE) ONLY          =    a,aaa,aaa
                                EMPLOYEES WITH HIT (MQFE) AND FICA      =    f,fff,fff
                                EMPLOYEES ON FILE                       =    d,ddd,ddd

                                ------------------------------------------------------

                                EMPLOYEES WITH NO GROSS OR HIT OR FICA  =    e,eee,eee
                                TOTAL EMPLOYEE W-2 FORMS                =    c,ccc,ccc

                                ------------------------------------------------------

                                TTL EMPLOYEE COMPENSATION (NOT DEF)  =g,ggg,ggg,ggg.gg
                                TOTAL DEFERRED COMPENSATION          =  hhh,hhh,hhh.hh
                                TOTAL TAX EXEMPT FEHB                =  www,www,www.ww
                                TOTAL TAX EXEMPT TFBP                =  yyy,yyy,yyy.yy
                                TOTAL TAX EXEMPT FSA HC              =  xxx,xxx,xxx.xx
                                TOTAL TAX EXEMPT FSA DC              =  zzz,zzz,zzz.zz

                                FEDERAL TAX WITHHELD                 =  iii,iii,iii.ii

                                ------------------------------------------------------

                                TOTAL HOSP. INS. TAX WAGES           =j,jjj,jjj,jjj.jj
                                TOTAL HOSP. INS. TAX DEDUCTED        =  kkk,kkk,kkk.kk

                                ------------------------------------------------------

                                TOTAL FICA WAGES                     =  lll,lll,lll.ll
                                TOTAL FICA DEDUCTED                  =  mmm,mmm,mmm.mm

                                ------------------------------------------------------

                                TOTAL STATE TAX EARNINGS             =n,nnn,nnn,nnn.nn
                                TOTAL STATE TAX DEDUCTION            =  ooo,ooo,ooo.oo

                                TOTAL COUNTY TAX EARNINGS            =  ppp,ppp,ppp.pp
                                TOTAL COUNTY TAX DEDUCTION           =  qqq,qqq,qqq.qq

                                TOTAL CITY TAX EARNINGS              =  rrr,rrr,rrr.rr
                                TOTAL CITY TAX DEDUCTION             =  sss,sss,sss.ss
                                ------------------------------------------------------

                                TOTAL EARNED INCOME CREDIT           =  ttt,ttt,ttt.tt

                                ------------------------------------------------------


                                TOTAL EMPLOYEE COMPENSATION
                                          INCLUDES NON-PAY SUBJ WH   =  uuu,uuu,uuu.uu
                       AND DOES NOT INCLUDE NON-PAY NOT SUBJ TO WH   =  vvv,vvv,vvv.vv
```

DATA ELEMENTS

a. W-2 Form Counts if FICA: Earnings YTD = 0 and HIT: Earnings YTD > 0
c. Total W-2 Form Counts
d. Total Employee Counts
e. Employee Counts if Gross Earnings: YTD = 0 and HIT Earnings: YTD = 0 and FICA Earnings: YTD = 0
f. Employee Counts if FICA: Earnings YTD > 0 And HIT: Earnings YTD > 0
g. Total Of (Gross Earnings: YTD + PCS: Erngs Subj Fed Tax YTD - TSP: Cy YTD - EMPL FEHB TAX EX FED YTD A) (includes SLR) – FSA HC: FED YTD DED – FSA DC: FED YTD DED
h. Total Of TSP: Cy YTD + TSP CATCH-UP: YTD DED AMT
i. Total Of (Federal Tax: YTD + PCS: Federal Tax Withheld YTD)
j. Total Of HIT: Earnings YTD (includes SLR)
k. Total Of HIT: YTD
l. Total Of (FICA: Earnings YTD + PAY-FICA-YTD-EARN-PRIOR) (includes SLR)
m. Total Of (FICA: YTD + PAY-FICA-YTD-DED-PRIOR)
n. Total of (State Tax: Erngs YTD + PCS: Erngs subj State Tax YTD + State Tax: Former Earnings YTD (1-3) + PCS: FRMR Ern Subj St Tax YTD(1-3) (includes SLR; FSA: HC FED YTD DED and FSA: DC FED YTD DED have already been subtracted out)
o. Total Of (State Tax: YTD + PCS: State Tax Withheld YTD + State Tax: Former W/H YTD (1-3) + PCS: Frmr W/H Subj St Tax YTD (1-3))
p. Total Of (County Tax: Erngs YTD + County Tax: Former Earnings YTD (1-3) + PCS: Frmr Ern Subj Cnty Tax YTD (1-3))
q. Total Of (County Tax: YTD + County Tax: Former W/H YTD (1-3) + PCS: Frmr W/H Subj Cnty Tax YTD (1-3))
r. Total Of (City Tax: Erngs YTD + City Tax: Former Earnings YTD (1-3) + PCS: Frmr Ern Subj City Tax YTD (1-3)) (includes SLR; FSA: HC FED YTD DED and FSA: DC FED YTD DED have already been subtracted out)
s. Total Of (City Tax: YTD + City Tax: Former W/H YTD (1-3) + PCS: Frmr W/H Subj City Tax YTD (1-3))
t. Total Of EIC: YTD
u. Total Of PCS: Erngs Subj Fed Tax YTD
v. Total Of PCS: Erngs Not Subj Tax YTD
w. Total of Tax Exempt FEHB YTD
X. Total of FSA HC: FED YTD DED
y. Total of TFBP FED YTD AMT
Z. Total of FSA DC: FED YTD DED

REPORT 305 FULL TIME EQUIVALENT (FTE) PAY STATUS/ZERO HOURS REPORT

PURPOSE: To be used by the Human Resources Office to identify individuals needing to be put on official LWOP by issuing an SF 50.

CONTENT: All active employees who reported zero base hours this pay period

SEQUENCE: By Center, FTE Line Item, Organization: Assigned, and SSN.
Page break by Center.

```
                                                SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  305                                NASA PERSONNEL AND PAYROLL SYSTEM                                PAGE:
SEQUENCE BY:                                           INSTALLATION NAME                                        DATE:
                                     FULL TIME EQUIVALENT (FTE) PAY STATUS/ZERO HOURS REPORT                    TIME:
                                                         AS OF MM/DD/YY




SSN          NAME                                  ORG.A    FTE    WK.SCH.    BASE HRS.   NCC     PLAN    STEP      NE
                                                                              O.T. HRS.   OCC     GRADE   POSTYPE  DTY STA

AAAAAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CCCCC     DD       E         FFF.FF      H       II     JJ          K
                                                                              LLLL.LL     NNNNN   OO     P           Q








                                                SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN
B. Employee Name (Last, First, MI, Gen)
C. Organization: Assigned
D. FTE Line Item
E. Work Schedule Code
F. Base Hours: B/W =
   Regular Hours: B/W
   + Annual Leave: used B/W
   + Sick Leave: used B/W
   + Comp Time: used B/W
   + Holiday Leave: used B/W
   + Restored Leave: used B/W
   + Military Leave: Hours used B/W
   + Comp Time: Relig used B/W
   + Administrative Leave: used B/W
   + Excused Leave: used B/W
   + Cop Leave: Hours used B/W
   + Graduate Leave: used B/W
   + Jury Leave: used B/W
   + Court Leave: used B/W
   + Credit Hours: used B/W
   + Home Leave: Hours used B/W
H. NASA Classification Code (first digit only)
I. Pay Plan
J. Step
K. New Employee Indicator
L. Overtime: Hours B/W + Overtime: Hours Adjustment
N. Occupational Code
O. Grade: Current
P. Position: Type
Q. Duty Status

SELECTION CRITERIA:

Include all employees with the following criteria:

- Installation code equal to user designated center code
- Duty Status not equal 'Z' or 'L'
- Work Schedule Code not equal 'I'
- Regular Hours: B/W <= 0
- Annual Leave: used B/W <= 0
- Sick Leave: used B/W <= 0
- Comp Time: used B/W <= 0
- Holiday Leave: used B/W <= 0
- Restored Leave: used B/W <= 0
- Military Leave: used B/W Hours <= 0
- Comp Time: Relig used B/W <= 0
- Administrative Leave: used B/W <= 0
- Excused Leave: used B/W <= 0
- Cop Leave: Hours used B/W <= 0
- Graduate Leave: used B/W <= 0
- Jury Leave: used B/W <= 0
- Court Leave: used B/W <= 0
- Credit Hours: used B/W <= 0
- Home Leave: Hours used B/W <= 0

REPORT 306 FULL TIME EQUIVALENT (FTE) ACCESSIONS REPORT PAYROLL

PURPOSE: To provide information to aid the Human Resources Office in monitoring the FTE budget.

CONTENT: New and RTD employees.

SEQUENCE: By Center, FTE Line Item, SSN.
Page break by Center.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  306                                NASA PERSONNEL AND PAYROLL SYSTEM                                PAGE:
SEQUENCE BY:                                           INSTALLATION NAME                                        DATE:
                                           FULL TIME EQUIVALENT (FTE) ACCESSIONS REPORT                         TIME:
                                                          AS OF MM/DD/YY



SSN          NAME                                 ORG.A     FTE    WK.SCH.    BASE HRS.    NOAC      NCC      PLAN     STEP     NE
                                                                              O.T. HRS.    EFFDTE    OCC      GRADE    POSTYPE

AAAAAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB    CCCCC       DD       E       FFFFFF.FF     GGGGG      H        II       JJ      K
            QQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQ                  LLLL.LL    MM/MM/MM   NNNNN     OO        P









                                                 SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN

B. Employee Name(Last, First, MI, Gen)

C. Organization: Assigned

D. FTE Line Item

E. Work Schedule Code

F. Base Hours: B/W =
Regular Hours: B/W
+ Annual Leave: used B/W
+ Sick Leave: used B/W
+ Comp Time: used B/W
+ Holiday Leave: used B/W
+ Restored Leave: used B/W
+ Military Leave: Hours used B/W
+ Comp Time: Relig used B/W
+ Administrative Leave: used B/W
+ Excused Leave: used B/W
+ Cop Leave: Hours used B/W
+ Graduate Leave: used B/W
+ Jury Leave: used B/W
+ Court Leave: used B/W
+ Credit Hours: used B/W
+ Home Leave: Hours used B/W

G. Nature of Action: Code

H. NASA Classification Code (first digit only)

I. Pay Plan

J. Step

K. New Employee Indicator

L. Overtime: Hours B/W + Overtime: Hours Adjustment

M. Effective Date

N. Occupational Code

O. Grade: Current

P. Position: Type

Q. If Nature of Action: Code = blank: 'ERROR NO PER HISTORY FOR ABOVE EMPLOYEE' (literal, error message)

SELECTION CRITERIA:

Include all employees with the following criteria:

For RTD employees: (from PER-HISTORY file)

- Installation Code equal to user designated center code
- Pay Period Beginning Date <= Effective Date <= Pay Period Ending Date
- Nature of Action: Code = '292'

For NEW employees: (from PAY-MASTER file)

- Installation Code equal to user designated center code
- New Employee Indicator = 'Y'

REPORT 307 **FULL TIME EQUIVALENT (FTE) SEPARATIONS REPORT** PAYROLL

PURPOSE: To be used by the Human Resources Office to track and control the center's civil service staffing.

CONTENT: Employees who have separated this pay period.

SEQUENCE: By Center, FTE Line Item, SSN.

```
                                          SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  307                          NASA PERSONNEL AND PAYROLL SYSTEM                                 PAGE:
SEQUENCE BY:                                    INSTALLATION NAME                                          DATE:
                                      FULL TIME EQUIVALENT (FTE) SEPARATIONS REPORT                        TIME:
                                                  AS OF MM/DD/YY



SSN          NAME                                  ORG.A    FTE    WK.SCH.    BASE HRS.    NOAC      NCC      PLAN      STEP
                                                                              O.T. HRS.              OCC      GRADE     POSTYPE
---          ----                                  -----    ---    -------    ---------    ------    ---      -----     -------

AAAAAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB     CCCCC   DD        E        FFF.FF      GGGGG      H        II          JJ
                                                                              LLLL.LL               NNNNN      OO         P















                                          SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN

B. Employee Name (Last, First, MI, Gen)

C. Organization: Assigned

D. FTE Line Item

E. Work Schedule Code

F. Base Hours: B/W =
Regular Hours: B/W
+ Annual Leave: used B/W
+ Sick Leave: used B/W
+ Comp Time: used B/W
+ Holiday Leave: used B/W
+ Restored Leave: used B/W
+ Military Leave: Hours used B/W
+ Comp Time: Relig used B/W
+ Administrative Leave: used B/W
+ Excused Leave: used B/W
+ Cop Leave: Hours used B/W
+ Graduate Leave: used B/W
+ Jury Leave: used B/W
+ Court Leave: used B/W
+ Credit Hours: used B/W
+ Home Leave: Hours used B/W

G. Termination Code

H. NASA Classification Code (first digit only)

I. Pay Plan

J. Step

L. Overtime: Hours B/W
+ Overtime: Hours Adjustment

N. Occupational Code

O. Grade: Current

P. Position: Type

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equal to user designated center code
- Duty Status = 'Z'
- Reactivation Indicator = 0 (active for pay)

REPORT 500 **NON-EFT TAPE LISTING** **(Page 1 of 2)**

PURPOSE: To produce a listing from the non-EFT tape data.

CONTENT: Employee non-EFT net pay details and miscellaneous payments and installation level payments.

SEQUENCE: By Center.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB6111/R2299-01                       TRANSMISSION TAPE LISTING                             07/31/90
                                                       INSTALLATION NAME                              PAGE:     1

                                                    EMPLOYEE NON-EFT NET PAY                    JULIAN DATE  d
                                                        AS OF 06/26/90


EMPLOYEE NAME/                             ADDRESS LINE 1              ADDRESS LINE 2
   PERSONAL PAYMENTS        AMOUNT         PAYEE                       ADDRESS LINE 3               ZIP        SSN
--------------------        ------         --------------              -------------                ---        ---

      B                        C                E                           E                                  I
                                                                            E                      E

      B                        C            * PAY OFFICE CHECK *                                               I

      B                        A            * AWARD *                                                          I

INSTALLATION-LEVEL PAYMENTS
---------------------------

  NEBA CONTRIBUTION            O                Q                           Q
                                                P                           Q                      Q

  UNION CONTRIBUTION           R                T                           T                                  U
                                                S                           T                      T

  CFC CONTRIBUTION             V                X                           X
                                                W                           X                      X          Y

DISCRETIONARY ALLOTMENTS
------------------------


      B                        F                G                                                              I
                                                D                           G                      G

      B                        H                K                                                              I
                                                J                           K                      K

      B                        L                N                                                              I
                                                M                           N                      N


SEGMENT RECORD             a                         Z  ENTRIES
JOB RECORD                 a                         Z  ENTRIES






                                                  SUBJECT TO PRIVACY ACT OF 1974
```

Report Continues on Next Page.

REPORT 500 **NON-EFT TAPE LISTING** **(Page 2 of 2)** PAYROLL

PURPOSE: To produce a listing from the non-EFT tape data.

CONTENT: Employee non-EFT net pay details and miscellaneous payments and installation level payments.

SEQUENCE: By Center.

```
REPORT NO:  NAB6111/R2299-02                         TRANSMISSION TAPE STATISTICS                       PAGE:    1
                                            ********** PAYROLL VERIFICATION INFO ***********

                                                     EMPLOYEE NON-EFT NET PAY                           JULIAN DATE  d
                                                           AS OF 06/26/90
                                                           --------------

                                                REGULAR
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                AWARDS
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                TOTAL
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c


                                                     PERSONAL PAYMENTS OF EMPLOYEE
                                                           AS OF 06/26/90                              JULIAN DATE  d
                                                           --------------

                                                CHILD SUPPORT
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                BANKRUPTCY
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                U. S. DEBT
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                COMMERCIAL GARNISHMENTS
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c


                                                TOTAL
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                     INSTALLATION LEVEL PAYMENTS
                                                           AS OF 06/26/90                              JULIAN DATE   d
                                                           --------------

                                                FED. TAX  PAYMENTS
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                UNION DUES
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                NEBA
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                CFC CONTRIBUTIONS
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c

                                                TOTAL
                                                      NUMBER OF CHECKS        b
                                                      DOLLAR VALUE            c



                                                GRAND TOTAL
                                                      NUMBER OF CHECKS        Z
                                                      DOLLAR VALUE            a
```

REPORT 500 NON-EFT TAPE LISTING
DATA ELEMENTS

If Net Pay: Disposition Code = 0 and Net Earnings: B/W not = 0 or Award: Net Earnings > 0 (if Award: Local Check = 'B') and Office Check = Blank

B. Employee Name (First, Last, MI, Gen)
C. Net Earnings: B/W + Award: Net Earnings
E. Address: Check Mailing
I. SSN

If Net Pay: Disposition Code = 0 and Net Earnings: B/W not = 0 or Award: Net Earnings > 0 (if Award: Local Check = 'B') and Office Check not = Blank

B. Employee Name (Last, First, MI, Gen)
C. Net Earnings: B/W + Award: Net Earnings
I. SSN

If Award: Amount not = 0 and Award: Local Check = 'Y'

A. Award: Net Earnings
B. Employee Name (Last, First, MI, Gen)
I. SSN

For all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

A. Award Net Amount
B. Award Recipient Name (Last, First, MI, Gen)
I. Award Recipient SSN

If Child Support: B/W not = 0

B. Employee Name (Last, First, MI, Gen)
D. Child Support: Payee Name
F. Child Support: B/W
G. Child Support: Acy Addr
I. SSN

If Bankruptcy: B/W not = 0

B. Employee Name (Last, First, MI, Gen)
H. Bankruptcy: B/W
J. Bankruptcy: Agency Name
K. Bankruptcy: Agency Addr
I. SSN

If Indebtedness Due U.S.: B/W not = 0

B. Employee Name (Last, First, MI, Gen)
L. Indebtedness Due U.S.: B/W
M. Indebtedness Due U.S.: Acy Name
N. Indebtedness Due U.S.: Acy Addr
I. SSN

If Empl Grnsh Crnt Ded Amt not = 0

B. Employee Name (Last, First, MI, Gen)
L. Empl Grnsh Crnt Ded Amt
M. Empl Grnsh Crdtr Name
N. Empl Grnsh Crdtr Addr
I. SSN

If total of NEBA: Total B/W not = 0 in that NEBA Chapter

O. Total of (NEBA: Total B/W)
P. Installation: NEBA Name
Q. Installation: NEBA Check Addr

If Union Code not = 0 and Total of Union Dues: B/W not = 0 in that Union

R. Total of Union Dues: B/W in that Union
S. Union: Name
T. Union: Addr
U. Union: Local Num

If CFC: Agency Code not = Blank and Total of CFC: B/W not = 0 in that CFC

V. Total of CFC: B/W in that CFC
W. CFC: Name
X. CFC: Addr
Y. CFC: Chapter

Z. Counts of Checks

a. Total of (C + A + F + H + L + O + R + V)

b. Counts of checks in each category

c. Total of Amts in each category

d. Pay Cntl: Current PP Ending Date (Julian Format)

SELECTION CRITERIA

- Installation Code equals user designated center code

REPORT 5101B EDIT UPDATE - T & A PROCESSING FOR PAY BLOCK

PURPOSE: To provide a T & A Processing Report showing Errors/Messages.

CONTENT: Selective Records from IMFH File.

SEQUENCE: Center, Pay Block: Processing, SSN.
Page breaks by Pay Block and Center.
Totals by Pay Block and/or Hundreds

```
                                                SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  NAB5101B                         NASA PAYROLL AND PERSONNEL SYSTEM                              PAGE:
 SEQUENCED BY:                                        INSTALLATION NAME                                      DATE:
                                                                                                             TIME:
                                                    lllllllllllllllllll
                                                        EDIT UPDATE
                                              T & A PROCESSING FOR PAY BLOCK C
                                                      AS OF 89/09/23


AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA    m    iiiiiii  jjjjjj  kkkkkk
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA
BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB

AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA    m    iiiiiii  jjjjjj  kkkkkk
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA
BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB@BBBBBBBBBBBBBBBBBBBBBBBBB

AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA    m    iiiiiii  jjjjjj  kkkkkk
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA
BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB



PAY BLOCK C    TAR   D    -    EMPLOYEE  E  THRU  F

REG            G       OT        H      NITE    I        CT RN      J     CRLV RN       K      REL RN   L     HOL WKD    M
AL             N       ST        O      CRLV    P        ADM LV     Q     HAZARD        R      SUNDAY   S     CT TK      T
CRLTK          U       RLTK      V      HLLV    W        EXC LV     X     COP LV        Y      RSR LV   Z     LWOP       b
AWOL           c       SUSP      d      HMLV    e        JRY LV     f     GRAD LV       g      MIL LV   h     TOA LV     n

***  END OF REPORT 4 ***



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 5101B EDIT UPDATE - T & A PROCESSING FOR PAY BLOCK

DATA ELEMENTS

A. IMFH Transactions (Up to 9 lines)
B. IMFH Messages (Up to 20 lines)
C. Pay Block: Processing
D. Hundredth Number
E. SSN of first employee of the Hundred
F. SSN of last Employee of the Hundred

NOTE: Following Totals are for every hundred employees and/or Pay Block

G. Total of Regular Hours: B/W
H. Total of Overtime: Hours B/W
I. Total of Night Differential: Hours B/W
J. Total of Comp Time: Earned B/W
K. Total of Credit Hours: Earned B/W
L. Total of CompTime: Relig Earned B/W
M. Total of Holiday Hours: B/W
N. Total of Annual Leave: Used B/W
O. Total of Sick Leave: Used B/W
P. Total of Court Leave: Used B/W
Q. Total of Administrative Leave: Used B/W
R. Total of Hazardous Hours: B/W
S. Total of Sunday Diff: Hours B/W
T. Total of TAR-CT-TKN
U. Total of Credit Hours: Used B/W
V. Total of Comp Time: Relig Used B/W
W. Total of Holiday Leave: Used B/W
Y. Total of Excused Leave: Used B/W
Z. Total of Restored Leave: Used B/W
b. Total of LWOP: Used B/W
c. Total of AWOL: Used B/W
d. Total of Suspension: Used B/W
e. Total of Home Leave: Hours B/W
f. Total of Jury Leave: Used B/W
g. Total of Graduate Leave: Used B/W
h. Total of Military Leave: Used B/W Hours
i. Template Name
j. Date
k. Time
l. If user designates a Facility Code, the Facility Name will be derived from the Facility Table
m. Facility Code
n. Hours Reported Hundred Total Time Off Quantity

SELECTION CRITERIA:
Includes all employees with edit/error messages for the following criteria

- Installation code equals user designated center code
- Template ID does not equal 'TAEDIT' OR 'TABATCH'
- Facility Code equals user designated facility code if entered

REPORT 505 **GAINS AND LOSSES TO NORMALS FROM PAY BLOCK MIGRATION** PAYROLL

PURPOSE: To report the changes in the 80-hour normals for each Pay Block from the previous pay period to the new pay period that resulted from Pay Block reassignment.

CONTENT: This stand-alone batch module (run before Pay Block Change - NAB6170) writes report R6071 which lists by Pay Block:

1. Gains - The new normals of each employee moving into the pay block.
2. Losses - The new normals of each employee moving out of the pay block.
3. Prior New Normals Totals - The sum of the new normals before gains & losses.
4. Net Change - Gains-Losses
5. New Normals Totals - The sum of the new normals after gains and losses.

SEQUENCE: By Center.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB6071/R6071                      NASA PAYROLL AND PERSONNEL SYSTEM                             PAGE:
                                                       INSTALLATION NAME                                      DATE:
                                                                                                              TIME:
                                      GAINS AND LOSSES TO NORMALS FROM PAYBLOCK MIGRATION
                                                          PAYBLOCK a


     GROSS             CSRS         HIT         FED TX         CITY TX      LIFE          FEHB       TSP        UNION
     NET               PA/ADJ       FICA        STATE TX       CTY TX       BOND          FERS       LOAN       CFC
     ADV               ALLOT        BANKR       MD             COLA         INDEBT US     CH SUPP    NEBA       CIV/CRD
     CATCHUP           GARNISH      FSA HC      FSA DC

        f                g                                        A

        B                C             D           E              F           G              H         I           J

        K                D             M           N              O           P              Q         R           S

        c                T             U           V              W           X              Y         Z           b

        h                e             i           j



                                                   SUBJECT TO PRIVACY ACT OF 1974
```

A. Subtotal: (refer to Content above) Gains, Losses, Prior New Normals, Net Change, New Normals
B. Gross Earnings: Normal
C. CSRS: Normal
D. HIT: Normal
E. Federal Tax: Normal
F. City Tax: Normal
G. FEGLI: Normal
H. FEHB: Normal
I. TSP: CY Ded Normal
J. Union Dues: Normal
K. Net Earnings: Normal
M. FICA: Normal
N. State Tax: Normal
O. County Tax: Normal
P. Bond: Normal
Q. FERS: Normal
R. TSP: Loan Ded Normal
S. CFC: Normal
T. Voluntary Allot: Normal
U. SB Bankruptcy: Normal
V. CSRS: MIL Dep Normal + FERS: MIL Dep Normal
W. Cola: Normal
X. Indebtedness Due U.S.: Normal
Y. Child Support: Normal
Z. NEBA: Normal
a. Pay Block: Processing
b. Civil Service Credit: Normal
c. Empl Norm Adv Pay Ded Amt
d. Foreign Diff: Normal + Retention Allowance: Normal + Supervisory Diff: Normal + Empl Norm Admn Uctrd OT Amt + Empl Norm Staff Diff Amt + Empl Norm Local Pay Amt + Availability Pay:Norm + PCA Biweek Normal Earn
e. Empl Norm Grnsh Ded Amt
f. SSN
g. Name (Last, First, MI)
h. TSP Catchup: Normal
i. FSA HC: NEW NORM
j. FSA DC: NEW NORM

REPORT 506 **TRANSMISSION TAPE LISTING** **(Page 1 of 2)** PAYROLL

PURPOSE: To produce a listing from the EFT tape data.

CONTENT: Employee EFT payments for net pay and allotments.

SEQUENCE: By Center, Routing Number, SSN.

```
                                                SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  6090                              NASA PAYROLL AND PERSONNEL SYSTEM                             PAGE:
                                                      INSTALLATION NAME                                     DATE:
                                                                                                            TIME:

                                                  ELECTRONIC FUND TRANSFERS
                                                       AS OF: 06/26/89



                                                                                                     JULIAN DATE:


   SOC SEC NO            AMOUNT    EMPLOYEE NAME        ROUTING #      ACCOUNT NO                      PAYMENT TYPE

   AAAAAAAAA               B     CCCCCCCCCCCCCCCCCCC       D                 E                                   F


                                                    **** INST ALLOT DOLLARS       G    EMPL ALLOT COUNT  H
                                                    **** INST NET DOLLARS         I    EMPL NET COUNT    J


   AAAAAAAAA               B     CCCCCCCCCCCCCCCCCCC       D                 E                                   F
   AAAAAAAAA               B     CCCCCCCCCCCCCCCCCCC       D                 E
   AAAAAAAAA               B     CCCCCCCCCCCCCCCCCCC       D                 E                                   F
   AAAAAAAAA               B     CCCCCCCCCCCCCCCCCCC       D                 E

                                                   **** INST ALLOT DOLLARS        G    EMPL ALLOT COUNT  H
                                                   **** INST NET DOLLARS          I    EMPL NET COUNT    J







                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. If not (FSA HC: BW DED > 0 or FSA DC: BW DED > 0): SSN

If (FSA HC: BW DED > 0 or FSA DC: BW DED > 0): EIN/Tax ID

A. If Net Pay: Disposition Code = 2 and Net Earnings: B/W > 0 or Award: Net Earnings > 0 (if Award: Local Check = 'B'):

Net Earnings: B/W + Award: Net Earnings

If Voluntary Allot: B/W > 0 and Voluntary Allot: Acct Type = ' ': Voluntary Allot: Req'st Amt (1:2)

If TSP: Loan Ded(1:2) B/W > 0: TSP: Loan Ded (1:2) B/W

If (FSA HC: BW DED > 0 or FSA DC: BW DED > 0):

Sum of FSA HC: BW DED and FSA DC: BW DED per center

C. If Net Pay: Disposition Code = 2 and Net Earnings: B/W > 0 or Award: Net Earnings > 0 (if Award: Local Check = 'B'):

Name: First + MI + Last + Suffix

If Voluntary Allot: B/W > 0 and Voluntary Allot: Acct Type = ' ': Voluntary Allot: Req'st Amt (1:2)

If TSP: Loan Ded(1:2) B/W > 0: "NATIONAL FINANCE CENTER"

If (FSA HC: BW DED > 0 or FSA DC: BW DED > 0): “SHPS PEOPLE TECHNOLOGY”

D. If Net Pay: Disposition Code = 2 and Net Earnings: B/W not = 0 or Award: Net Earnings > 0 (if Award: Local Check = 'B'):

Financial Inst Routing Nbr

If Voluntary Allot: B/W > 0 and Voluntary Allot: Acct Type = ' ': Financial Inst Routing Nbr (Vol Allot 1:2)

If TSP: Loan Ded(1:2) B/W > 0: Financial Inst Routing Nbr(TSP 1:2)

If (FSA HC: BW DED > 0 or FSA DC: BW DED > 0): Financial Routing Nbr(SHPS PEOPLE TECHNOLOGY bank)

E. If Net Pay: Disposition Code = 2: Account Number + Account Type or SSN

If Voluntary Allot: B/W > 0 and Voluntary Allot: Acct Type = ' ': Account Number (Vol Allot 1:2)

If TSP: Loan Ded(1:2) B/W > 0: Account Number (MER-TSP)

If (FSA HC: BW DED > 0 or FSA DC: BW DED > 0): Account Number(SHPS PEOPLE TECHNOLOGY)

F. If Net Pay: Disposition Code = 2 and Net Earnings: B/W not = 0 or Award: Net Earnings > 0 (if Award: Local Check = 'B'): "S"

If Voluntary Allot: B/W > 0 and Voluntary Allot: Acct Type = ' ': "A"

If TSP: Loan Ded(1:2) B/W > 0: "A"

If (FSA HC: BW DED > 0 or FSA DC: BW DED > 0): “A”

G. Total of B where F = "A"
H. Count of Entries where F = "A"
I. Total of B where F = "S"
J. Count of Entries where F = "S"

REPORT 506 **TRANSMISSION TAPE LISTING** **(Page 2 of 2)** PAYROLL

PURPOSE: To produce a listing from the EFT tape data.
CONTENT: Employee EFT payments for net pay and allotments.
SEQUENCE: By Center, Routing Number, SSN.

```
REPORT NO:  6090                      NASA PAYROLL AND PERSONNEL SYSTEM                               PAGE:
                                              INSTALLATION NAME                                       DATE:
                                                                                                      TIME:
                                          ELECTRONIC FUND TRANSFERS
                                                 AS OF: 06/26/89 JULIAN DATE:

   SOC SEC NO            AMOUNT    EMPLOYEE NAME        ROUTING #      ACCOUNT NO                      PAYMENT TYPE


                                                              TRANSMISSION TAPE STATISTICS

                                                   *********  PAYROLL VERIFICATION INFO  ********

                                                          NUMBER OF CHECKS                K

                                                          NUMBER OF PAYMENTS              L

                                                          DOLLAR VALUE                    M

                                                   **********************************************

                                                   *********  PAYROLL READ BACK   INFO   ********

                                                          NUMBER OF PAYMENTS              N

                                                          DOLLAR VALUE                    O

                                                          TOTAL RECORDS ON TRAILER        P

                                                          TOTAL RECORDS ON TAPE           Q

                                                   **********************************************

                                                   ALL READ BACK VALUES BALANCE
```

Note: A - J are on previous page

K. Count of Unique D
L. Total (I + J)
M. Total B
N. Total Records on Tape
O. Total B
P. Trailer Record Count of Data Records
Q. Total Records Including Header &Trailer

REPORT 506 **TRANSMISSION TAPE LISTING** **(Page 1 of 2)** PAYROLL

PURPOSE: To produce a listing from the Series EE savings bond tape.

CONTENT: Details of employee bond purchases in the current pay period.

SEQUENCE: By Center, Bond Denomination

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  506                                  NASA PAYROLL AND PERSONNEL SYSTEM                                     07/31/89
                                                         INSTALLATION NAME                                              PAGE:  1

                                                     BONDS ISSUE TAPE SERIES EE
                                                   AS OF 06/26/89 JULIAN DATE 89177

EMPL SSN   BOND DATE  OWNER NAME                      SSN     BOND SERIES PMT CO-OWNER/BENEFICIARY             SSN
--------   ---------  ---------------------------  ---------  ----------- --- ------------------------------- ---------

   A           B    D            E                       F          J        G             H                        I

                     TOTAL DENOMS         1



                     TOTAL BONDS          1
















                                                  SUBJECT TO PRIVACY ACT OF 1974
```

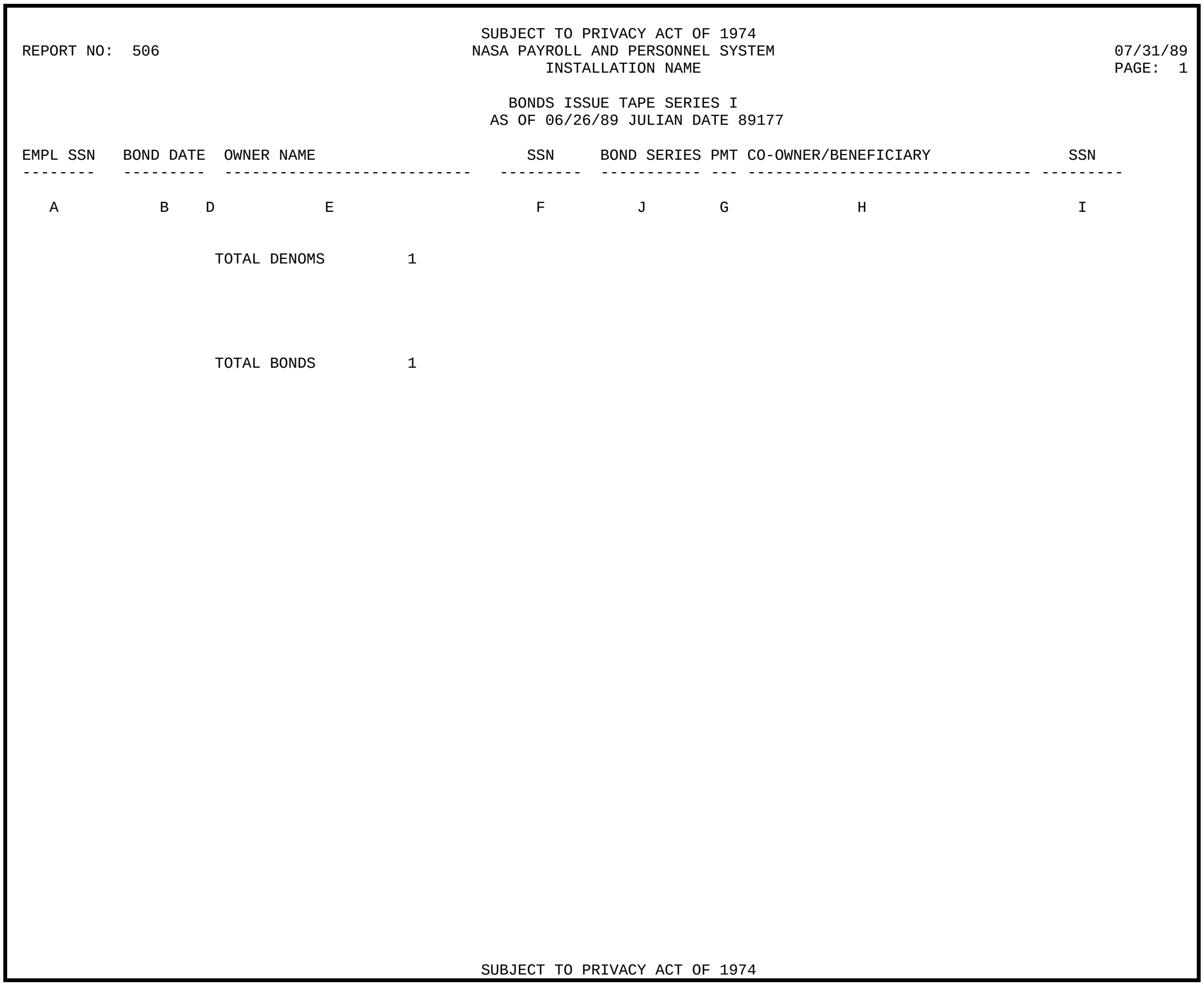
A. SSN
B. Series EE Bond: Interest Accrual Date
D. Series EE Bond: Status
E. Series EE Bond: Owner Name
F. Series EE Bond: Owner SSN
G. Series EE Bond: Co-Owner/Beneficiary Cde
H. Series EE Bond: Co-Owner/Beneficiary Nme
I. Series EE Bond: Co-Owner/Beneficiary SSN
J. Series EE Bond Series

REPORT 506 **TRANSMISSION TAPE LISTING** **(Page 2 of 2)** PAYROLL

PURPOSE: To produce a listing from the Series I savings bond tape.

CONTENT: Details of employee bond purchases in the current pay period.

SEQUENCE: By Center, Bond Denomination



```
                                                SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  506                                NASA PAYROLL AND PERSONNEL SYSTEM                                      07/31/89
                                                       INSTALLATION NAME                                              PAGE:  1

                                                   BONDS ISSUE TAPE SERIES I
                                                 AS OF 06/26/89 JULIAN DATE 89177

EMPL SSN   BOND DATE  OWNER NAME                      SSN     BOND SERIES PMT CO-OWNER/BENEFICIARY              SSN
--------   ---------  ---------------------------  ---------  ----------- --- ------------------------------- ---------

   A           B    D            E                     F          J        G             H                       I

                     TOTAL DENOMS          1



                     TOTAL BONDS           1






















                                                SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN
B. Series I Bond: Interest Accrual Date
D. Series I Bond: Status
E. Series I Bond: Owner Name
F. Series I Bond: Owner SSN
G. Series I Bond: Co-Owner/Beneficiary Cde
H. Series I Bond: Co-Owner/Beneficiary Nme
I. Series I Bond: Co-Owner/Beneficiary SSN
J. Series I Bond Series

REPORT 506 **BOND TAPE LISTING** **(Page 1 of 2)** PAYROLL

PURPOSE:	To produce a summary from the Series EE savings bond tape data.
CONTENT:	Summary of bond purchases this pay period.
SEQUENCE:	By Center, Bond Denomination.

```
REPORT NO: 506                                NASA PAYROLL AND PERSONNEL SYSTEM                    07/31/89
                                                     INSTALLATION NAME

                                                 BONDS ISSUE TAPE SERIES EE                        PAGE:  2
                                              AS OF 06/26/89 JULIAN DATE 89177




                                     ********    PAYROLL VERIFICATION INFO *******

                                              BOND VALUE          COUNT
                                              ----------          -----
                                                   J                K
                                                   J                K
                                                   J                K
                                                   J                K
                                                   J                K


                                              TOTAL BOND COUNT      1






*** END OF REPORT ***
```

J. Series EE Bond: Denominations

K. Count of Records by Bond: Denomination for Series EE

REPORT 506 BONT TAPE LISTING (Page 2 of 2) PAYROLL

PURPOSE: To produce a summary from the Series I savings bond tape data.

CONTENT: Summary of bond purchases this pay period.

SEQUENCE: By Center, Bond Denomination.

```
REPORT NO: 506                              NASA PAYROLL AND PERSONNEL SYSTEM                   07/31/89
                                                   INSTALLATION NAME

                                               BONDS ISSUE TAPE SERIES I                        PAGE:  2
                                            AS OF 06/26/89 JULIAN DATE 89177




                                  ********    PAYROLL VERIFICATION INFO *******

                                            BOND VALUE           COUNT
                                            ----------           -----
                                                 J                 K
                                                 J                 K
                                                 J                 K
                                                 J                 K
                                                 J                 K


                                            TOTAL BOND COUNT       1






*** END OF REPORT ***
```

J. Series I Bond: Denominations

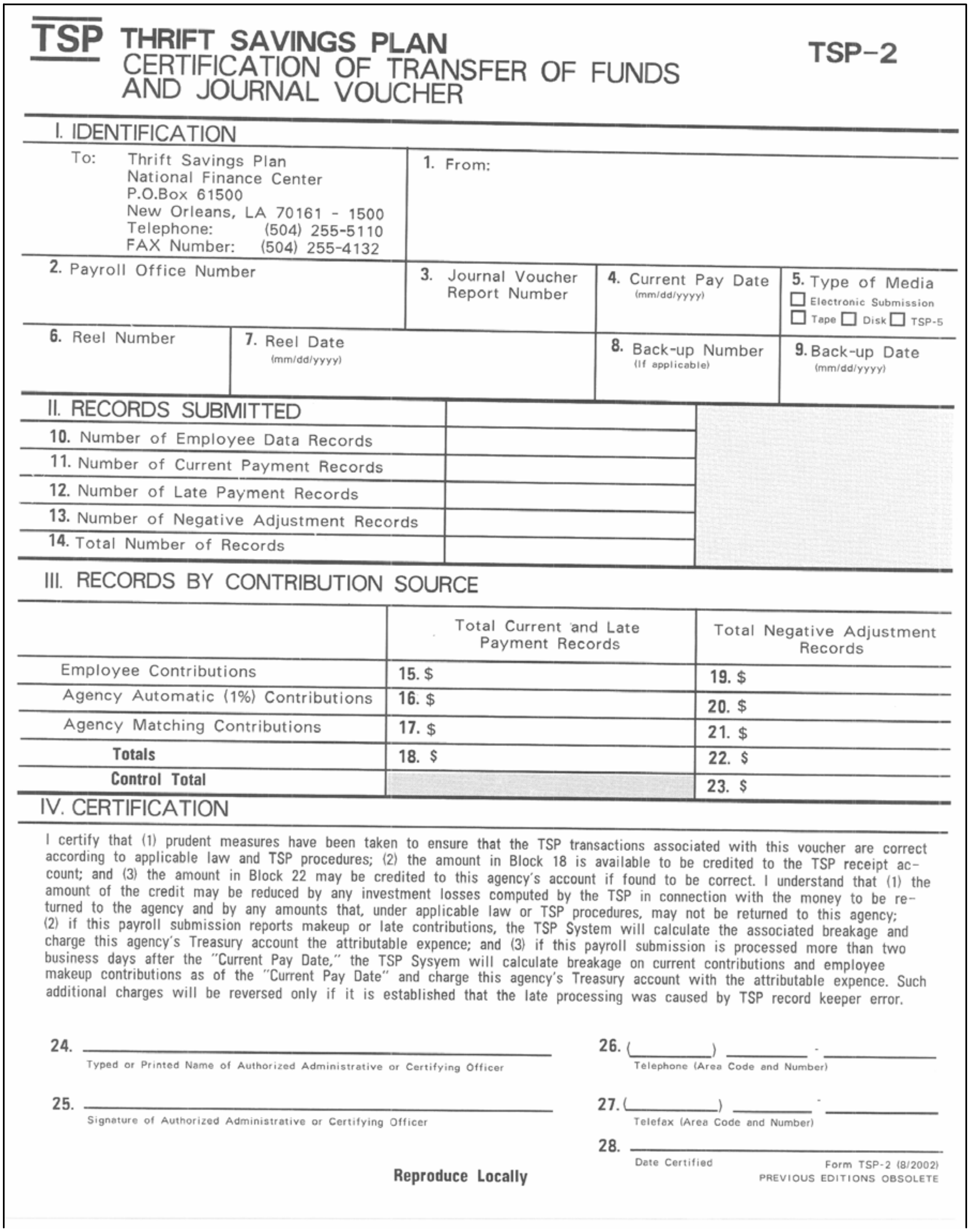
K. Count of Records by Bond: Denomination for Series I

REPORT 507 FEDERAL RETIREMENT THRIFT SAVINGS PLAN CERTIFICATION OF TRANSFER OF FUNDS AND JOURNAL VOUCHER

PAYROLL

PURPOSE:	To produce TSP transfer of funds and journal voucher form.
CONTENT:	For Current Center: (TSP: Cy Ded Distr B/W, TSP: Py Ded Distr B/W, TSP: Govt Basic Amt Distr B/W, TSP: Govt Matching Distr B/W, TSP: Cy Ded Adj, TSP: Py Ded Amt, TSP: Govt Basic Adj Total, and TSP: Govt Matching Adj Tot not equal 0 and MER-TSP-SEP-FLAG equal 1) or (MER-TST-EMP-PMT and MER-TSP-PY-LAST-PMT not equal 0) or (TSP Catchup Adjustment Amount Type ‘88’ or ‘29’ not equal 0)
SEQUENCE:	N/A

Form located on following page.



TSP THRIFT SAVINGS PLAN CERTIFICATION OF TRANSFER OF FUNDS AND JOURNAL VOUCHER

TSP-2

I. IDENTIFICATION

To: Thrift Savings Plan
National Finance Center
P.O.Box 61500
New Orleans, LA 70161 - 1500
Telephone: (504) 255-5110
FAX Number: (504) 255-4132

1. From:

2. Payroll Office Number	3. Journal Voucher Report Number	4. Current Pay Date (mm/dd/yyyy)	5. Type of Media ☐ Electronic Submission ☐ Tape ☐ Disk ☐ TSP-5
6. Reel Number	7. Reel Date (mm/dd/yyyy)	8. Back-up Number (If applicable)	9. Back-up Date (mm/dd/yyyy)

II. RECORDS SUBMITTED

10. Number of Employee Data Records	
11. Number of Current Payment Records	
12. Number of Late Payment Records	
13. Number of Negative Adjustment Records	
14. Total Number of Records	

III. RECORDS BY CONTRIBUTION SOURCE

	Total Current and Late Payment Records	Total Negative Adjustment Records
Employee Contributions	15. $	19. $
Agency Automatic (1%) Contributions	16. $	20. $
Agency Matching Contributions	17. $	21. $
Totals	18. $	22. $
Control Total		23. $

IV. CERTIFICATION

I certify that (1) prudent measures have been taken to ensure that the TSP transactions associated with this voucher are correct according to applicable law and TSP procedures; (2) the amount in Block 18 is available to be credited to the TSP receipt account; and (3) the amount in Block 22 may be credited to this agency's account if found to be correct. I understand that (1) the amount of the credit may be reduced by any investment losses computed by the TSP in connection with the money to be returned to the agency and by any amounts that, under applicable law or TSP procedures, may not be returned to this agency; (2) if this payroll submission reports makeup or late contributions, the TSP System will calculate the associated breakage and charge this agency's Treasury account the attributable expence; and (3) if this payroll submission is processed more than two business days after the "Current Pay Date," the TSP Sysyem will calculate breakage on current contributions and employee makeup contributions as of the "Current Pay Date" and charge this agency's Treasury account with the attributable expence. Such additional charges will be reversed only if it is established that the late processing was caused by TSP record keeper error.

24. ______________________________
Typed or Printed Name of Authorized Administrative or Certifying Officer

26. (______) ________ - ________
Telephone (Area Code and Number)

25. ______________________________
Signature of Authorized Administrative or Certifying Officer

27. (______) ________ - ________
Telefax (Area Code and Number)

28. ______________________________
Date Certified

Reproduce Locally

Form TSP-2 (8/2002)
PREVIOUS EDITIONS OBSOLETE

DATA ELEMENTS

1. Installation: Name, Address, City, State, Zip
2. PAYROLL-OFFICE-NO
3. Last 2 digits of year in PAY CNTL: TSP EFFECTIVE DATE - TSP Tape Sequence Number (YY-TTTT)
4. PAY CNTL: CURRENT PP ENDING DATE + 10 Days
5. ‘Y’ in the Electronic Submission Box
6. Not applicable
7. Current Date
8. Not applicable
9. Not applicable
10. Count of Current Payment Records and Current Payment Record Adjustments if Record Code = ‘16’ and Catch-up Payment Records and Catch-up Payment Record Adjustments with Record Code = ‘86’
11. Count of:
    Record Code ‘16’ Records (Current Payment Records and Current Payment Record Adjustments) plus
    Record Code ‘86’ Records (Catch-up Payment Records and Catch-up Payment Record Adjustments)
    if Record Code = '16'
12. Count of Late Payment, Re-Submission Records if Record Code = '46'
13. Count of Negative Adjustment Records if Record Code = '26'
14. 10 + 11 + 12 + 13
15. TSP: EMP DEDUCTION (16) + TSP: EMP LATE (46) + TSP CATCHUP: B/W DED AMT (86) + TSP CATCHUP: EMP LATEPMT ADJ AMT (88)
16. TSP: GOVT BASIC AMT + TSP: GOVT BASIC LATE
17. TSP: GOVT MATCH AMT + TSP: GOVT MATCH LATE
18. 15 + 16 + 17
19. TSP: EMP ADJ (26) + TSP CATCHUP: ADJUSTMENT AMOUNT (29)
20. TSP: GOVT BASIC ADJ
21. TSP: GOVT MATCH ADJ
22. 19 + 20 + 21
23. 18 - 22
24. INSTALL-TSP-CONTACT-NAME
25. Not applicable
26. INSTALL-TSP-CONTACT-PHONE

SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation Code equal to user designated center code

REPORT 3005 **LWOP T&A GENERATE** PAYROLL

PURPOSE: Display employees NPPS generated LWOP T&A hours.

CONTENT: Employees who have hours generated by NPPS for LWOP.

SEQUENCE: For Center, SSN
Separate report for each Center
Totals by Center
Page break by Center

```
REPORT NO:  3005                                       LWOP T&A GENERATE
                                                       INSTALLATION NAME                                   DATE:



          SSN                PAY BLOCK           LWOP
        123456789               01               40.00
        AAAAAAAAA               BB               CC.CC



CENTER:  DDDD    TOTAL GENERATED   EEEE
```

A. SSN
B. Pay Block
C. Hours Generated
D. Center Number
E. Total T&A Cards Generated by NPPS

SELECTION CRITERIA:

Includes all employees with the following criteria:

Duty Status equals ‘L’ and Pay Status Reaction Flag Less than 2
OR Pay Term Reason Code equals ‘312’
AND Pay Limit Dollar is Greater than 0.0
AND Pay Limit Bal is LESS than Pay Limit Dollar
OR Pay Term Reason Code equals ‘330’
AND Pay Limit Dollar is Greater than 0.0
AND Pay Limit Bal is LESS than Pay Limit Dollar
OR Pay Term Reason Code equals '356'
AND Pay Limit Dollar is Greater than 0.0
AND Pay Limit Bal is LESS than Pay Limit Dollar

REPORT 6032 **PAYROLL/PERSONNEL INACTIVE EMPLOYEE DELETION** PAYROLL

PURPOSE: To produce a listing of all inactive employees deleted on Pay Master File and Personnel Master File.

CONTENT: All deleted employees.
Note: For Personnel report layout, refer to Personnel Report Specifications.

SEQUENCE: For Payroll: By Center; Pay Block: Processing; SSN.
For Personnel: By Center and SSN.

```
                                                   SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  6032                                NASA PAYROLL AND PERSONNEL SYSTEM                                PAGE:
 SEQUENCED BY:                                           INSTALLATION NAME                                        DATE:
                                                                                                                  TIME:
                                                  PAYROLL INACTIVE EMPLOYEE DELETION
                                                          AS OF: 02/13/90



  PB     SSN             NAME
   AA     BBB-BB-BBBB     CCCCCCCCCCCCCCCCCCCCCC
   AA     BBB-BB-BBBB     CCCCCCCCCCCCCCCCCCCCCC
   AA     BBB-BB-BBBB     CCCCCCCCCCCCCCCCCCCCCC
   AA     BBB-BB-BBBB     CCCCCCCCCCCCCCCCCCCCCC
   AA     BBB-BB-BBBB     CCCCCCCCCCCCCCCCCCCCCC


TOTAL NUMBER OF PAYROLL EMPLOYEES DELETED:   D















                                                     SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. Total Number of Payroll Employees Deleted

SELECTION CRITERIA:

Includes all employees from the Pay Master File with the following criteria:

- Installation code equals user designated center code
- Employee Delete Flag equals 'y'

Includes all employees from the Personnel Master File with the following criteria:

- Installation code equals user designated center code
- Duty Status = 'Z'
- Employee Indicator not equal ' ' or Employee Delete Flag = 'Y

REPORT 6020 MILITARY LEAVE FISCAL YEAR END REPORT PAYROLL

PURPOSE: To produce a listing of all employees who have used Military Leave or have a Military Leave balance. This report will show the values of the Military leave fields before and after the Leave Year End process.

CONTENT: All employees and their YTD Military Leave Hours.

SEQUENCE: By Center Code, Pay Block: Processing, SSN.
Totals by Center.

```
                                      SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  6020                       NASA PAYROLL AND PERSONNEL SYSTEM                            PAGE:
SEQUENCED BY:                                 INSTALLATION NAME                                      DATE:
                                                                                                      TIME:
                                     MILITARY LEAVE FISCAL YEAR END REPORT
                                               REPORTED IN HOURS
                                             AS OF: 02/13/90



                                                    PART-TIME   UNCOMMON   OLD      OLD      OLD     NEW    NEW    NEW
 PB    SSN           NAME                             HOURS      HOURS     USED    CARRY     BAL     USED  CARRY   BAL

 AA    BBB-BB-BBBB    CCCCCCCCCCCCCCCCCCCCCC            D          E         F        G        H       I      J      K

 AA    BBB-BB-BBBB    CCCCCCCCCCCCCCCCCCCCCC            D          E         F        G        H       I      J      K

 AA    BBB-BB-BBBB    CCCCCCCCCCCCCCCCCCCCCC            D          E         F        G        H       I      J      K

 AA    BBB-BB-BBBB    CCCCCCCCCCCCCCCCCCCCCC            D          E         F        G        H       I      J      K

 AA    BBB-BB-BBBB    CCCCCCCCCCCCCCCCCCCCCC            D          E         F        G        H       I      J      K

 PAYBLOCK TOTAL   AA                                    L          M         N        O        P       Q      R      S

       NUMBER OF EMPLOYEES:               T
       TOTAL PART-TIME HOURS:             U
       TOTAL UNCOMMON HOURS:              V
       TOTAL OLD USED HOURS:              W
       TOTAL OLD CARRYOVER:               X
       TOTAL OLD BALANCE:                 Y
       TOTAL NEW USED HOURS:              Z
       TOTAL NEW CARRYOVER:               aa
       TOTAL NEW BALANCE:                 bb

       ***  END OF REPORT ***

                                              SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI, Gen)
D. Part-Time Hours
E. Uncommon Hours
F. MIL-LV-HOURS-USED-FYTD (Before Update)
G. MIL-LV-HOURS-PYCO (Before Update)
H. MIL-LV-BAL-HOURS-FYTD (Before Update)
I. MIL-LV-HOURS-USED-FYTD (After Update)
J. MIL-LV-HOURS-CO (After Update)
K. MIL-LV-BAL-HOURS-FYTD (After Update)
L. Payblock Total of D
M. Payblock Total of E
N. Payblock Total of F
O. Payblock Total of G
P. Payblock Total of H
Q. Payblock Total of I
R. Payblock Total of J
S. Payblock Total of K
T. Total count of employees on report
U. Total of D
V. Total of E
W. Total of F
X. Total of G
Y. Total of H
Z. Total of I
aa. Total of J
bb. Total of K

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty status not equal ‘Z’
- Military Leave: Bal Hours FYTD or Military Leave: Used Hours FYTD ne zero

REPORT 6030 LEAVE YEAR END UPDATE REPORT PAYROLL

PURPOSE: To produce a listing of employees and the year-end changes made to leave related fields. (i. e., zeroes out leave-related fields; cuts annual leave in excess of ceiling; cuts ceiling in excess of the maximum; zeroes out any restored leave if the expiration date has been exceeded.)

CONTENT: All employees on Pay Master File.

SEQUENCE: By Center Code, Pay Block: Processing, SSN.
Totals by Center.

```
                                               SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  6030                             NASA PAYROLL AND PERSONNEL SYSTEM                              PAGE:
SEQUENCED BY:                                        INSTALLATION NAME                                      DATE:
                                                                                                            TIME:
                                                   LEAVE YEAR END UPDATE
                                                      AS OF: 02/13/90




                                                          **    ANNUAL  LEAVE     **             ** RESTORED LEAVE LOST **
 PAY                                                  LEAVE    LEAVE     AMOUNT     CEILING     L
BLOCK    SSN         ORGAN       EMPLOYEE-NAME        CEILING  BALANCE   LEAVE CUT   CUT TO   CAT CHG   EXP/DATE     HOURS

 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 A    BBB-BB-BBBB     C        DDDDDDDDDDDDDDDDDDDD     E        F          G          H        I         J            K
 PAYBLOCK AA TOTALS                                                         O          P                               Q


                                                                      TOTAL ANNUAL LEAVE LOST      M   HOURS

                                                                      TOTAL RESTORED LEAVE LOST    M   HOURS









                                                 SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. SSN
C. Organization: Assigned
D. Employee Name (Last, First, MI, Gen)
E. Annual Leave: Ceiling
F. Annual Leave: Earned Balance
G. Leave Cut Amount:
If PayPlan = 'ES' and Annual Leave: SES Chg This Year = 'Y'
= Greatest of: F - Annual Leave: SES First Year - E
or F - E (if E > 720)
or F - 720 (if E < 720) (if > 0)

If PayPlan = 'ES' and Annual Leave: SES Chg This Year ne 'Y'
= F - E (if E > 720)
or F - 720 (if E < 720) (if > 0)

If PayPlan = 'EX' and Annual Leave: SES Chg This Year = 'Y'
= F - Annual Leave: SES First Year - E (if >0)

If PayPlan ne 'ES' or 'EX' = F - E (if > 0)

H. Ceiling Cut To Amount:
If (PayPlan not ='ES' and Annual Leave: SES Chg This Year not = 'Y') and E > 240 and F < 240: Annual Leave: Earned Balance

If PayPlan = 'ES' and Annual Leave: SES Chg This Year ne 'Y' and F < E and E > 720 = greater of 720 and F

I. If Current Year = Annual Leave Change Year: Annual Leave: Change Date

J. If K > 0 and Pay Period Ending Date > Restored Leave: Expire Date: Restored Leave: Expire Date

K. If Total of (Restored Leave: Hours Type A (1-3) +
Restored Leave: Hours Type B (1-3) +
Restored Leave: Hours Type C (1-3) -
Restored Leave: Used Cum (1-3) +
Restored Donated Leave: Hours Type A (1-3) +
Restored Donated Leave: Hours Type B (1-3) +
Restored Donated Leave: Hours Type C (1-3) -
Restored Donated Leave: Returned) > 0
and Pay Period Ending Date > Restored Leave: Expire Date:
Total of (Restored Leave:Hours Type A (1-3) +
Restored Leave:Hours Type B (1-3) +
Restored Leave:Hours Type C (1-3) -
Restored Leave:Used Cum (1-3) +
Restored Donated Leave: Hours Type A (1-3) +
Restored Donated Leave: Hours Type B (1-3) +
Restored Donated Leave: Hours Type C (1-3) -
Restored Donated Leave: Returned)

L. Current Year - 1

M. Total of G

N. Total of K

O. Payblock Total of F

P. Payblock Total of G

Q. Payblock Total of Q

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty Status not equal 'Z'

REPORT 6034 LEAVE YEAR END AL PROJECTION PROCESSING PAYROLL

PURPOSE: Display number of records with Projected Annual Leave updated

CONTENT: Number of records with Projected Annual Leave updated.

SEQUENCE: By Center
Separate report for each Center
Totals by Center
Page break by Center

```
REPORT NO:   6034                                    T & A PROCESSING                                         DATE:
                                                      LEAVE YEAR END
                                                AL PROJECTION PRE-PROCESSING
                                                     INSTALLATION NAME






     AAAAAAA RECORDS HAD PAY-AL-PROJECTION UPDATED ON BB/BB/BB



















                                                SUBJECT TO PRIVACY ACT OF 1974
                                          WHEN NOT UNDER THE CONTINUING CONTROL AND SUPERVISON OF
                                          A PERSON AUTHORIZED ACCESS TO THIS MATERIAL IT MUST BE,
                                             AT A MINIMUM, MAINTAINED UNDER LOCKED CONDITIONS
```

A. Number of Employees Updated
B. Date Updated

SELECTION CRITERIA:

Includes all employees with the following criteria:

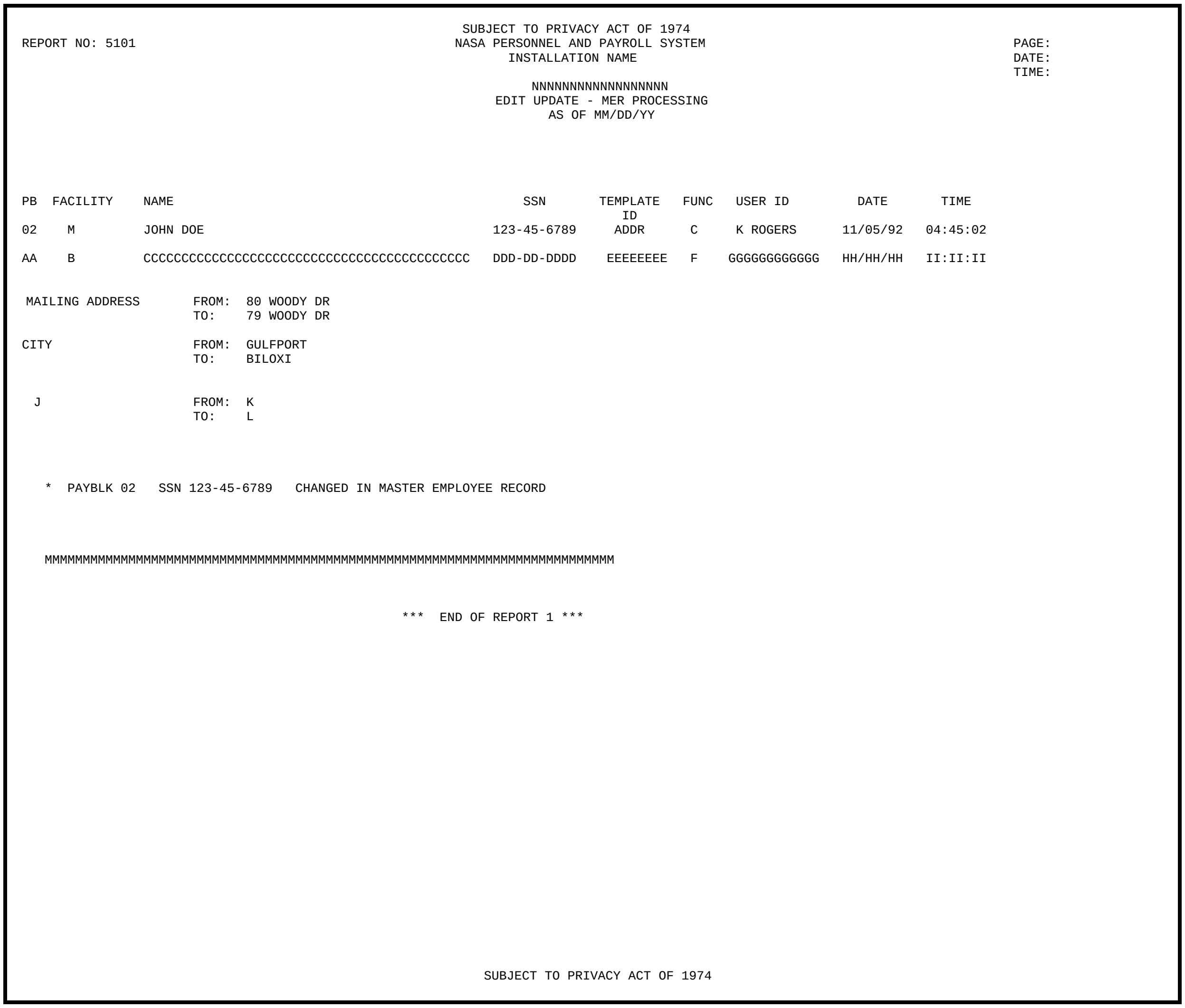
If (Pay-head-of-agency **NE** ‘Y’or Pay-worksch NE ‘I’ or MER-leave-entitlement **EQ** ‘ ‘)
AND Pay-disallow-adv-lv **NE** ‘Y’
AND ctl-cur-pp-first is greater than mer-donlv-cancel-date
then the employees leave will be updated.

REPORT 5101 **EDIT UPDATE - MER PROCESSING** **(Report 1 of 4)** PAYROLL

PURPOSE: To produce a listing of IMFH Processing Errors/Messages.

CONTENT: Selective Records from IMFH File.

SEQUENCE: By Center.



```
                                                           SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 5101                                           NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
                                                                 INSTALLATION NAME                                             DATE:
                                                                                                                               TIME:
                                                                    NNNNNNNNNNNNNNNNNN
                                                                EDIT UPDATE - MER PROCESSING
                                                                       AS OF MM/DD/YY



PB  FACILITY    NAME                                                   SSN        TEMPLATE   FUNC   USER ID          DATE        TIME
                                                                                     ID
02    M         JOHN DOE                                           123-45-6789      ADDR      C     K ROGERS       11/05/92    04:45:02

AA    B         CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC       DDD-DD-DDDD     EEEEEEEE   F    GGGGGGGGGGGG   HH/HH/HH    II:II:II


 MAILING ADDRESS       FROM:  80 WOODY DR
                       TO:    79 WOODY DR

CITY                   FROM:  GULFPORT
                       TO:    BILOXI


  J                    FROM:  K
                       TO:    L



   *  PAYBLK 02   SSN 123-45-6789   CHANGED IN MASTER EMPLOYEE RECORD



   MMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMM


                                                   ***  END OF REPORT 1 ***






















                                                              SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. Facility Code
C. Employee Name (Last, First, MI, Gen)
D. SSN
E. Template ID
F. Function Code
G. Action Entry Clerk
H. Action Entry Date
I. Action Entry Time
J. Screen Field Name
K. Value of screen field before update
L. Value of screen field after update
M. Informative or error messages (up to 20)
N. If the user designates a Facility Code, Facility Name will be derived from the Facility Table

SELECTION CRITERIA:

Includes all records with the following criteria:

- Installation code equals user designated center code
- Template ID begins with 'M' and does not equal 'Mature'

REPORT 5101 **EDIT UPDATE - TABLE PROCESSING** **(Report 2 of 4)** PAYROLL

PURPOSE: To produce a listing of IMFH Processing Errors/Messages.

CONTENT: Selective Records from IMFH File.

SEQUENCE: By Center.

```
                                         SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB5101                     NASA PAYROLL AND PERSONNEL SYSTEM                            PAGE:
SEQUENCED BY:                                   INSTALLATION NAME                                    DATE:
                                                                                             TIME:

                                        EDIT UPDATE - TABLE PROCESSING
                                                AS OF 89/09/23

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                                           ***  END OF REPORT 2 ***




                                          SUBJECT TO PRIVACY ACT OF 1974
```

A. IMFH Transactions (Up to 8 lines)

B. IMFH Messages (Up to 20 lines)

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Template ID begins with 'T'
- Template ID does not = 'TAEDIT' or 'TABATCH'

REPORT 5101 **EDIT UPDATE - CONTROL PROCESSING** **(Report 3 of 4)** PAYROLL

PURPOSE: To produce a listing of IMFH Processing Errors/Messages.

CONTENT: Selective Records from IMFH File.

SEQUENCE: By Center.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB5101                             NASA PAYROLL AND PERSONNEL SYSTEM                                      PAGE:
SEQUENCED BY:                                          INSTALLATION NAME                                               DATE:
                                                                                                                       TIME:
                                                  EDIT UPDATE - CONTROL PROCESSING
                                                         AS OF 89/09/23

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                                    ***  END OF REPORT 3 ***





























                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. IMFH Transactions (Up to 8 lines)

B. IMFH Messages (Up to 20 lines)

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Template ID begins with 'C'

REPORT 5101 **EDIT UPDATE - CONTROL PROCESSING** **(Report 4 of 4)** PAYROLL

PURPOSE: To produce a listing of IMFH Processing Errors/Messages.

CONTENT: Selective Records from IMFH File.

SEQUENCE: By Center.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB5101                             NASA PAYROLL AND PERSONNEL SYSTEM                     PAGE:
SEQUENCED BY:                                          INSTALLATION NAME                              DATE:
                                                                                                      TIME:

                                                 EDIT UPDATE - OTHER PROCESSING
                                                        AS OF 89/09/23

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                                               ***  END OF REPORT 4 ***









                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. IMFH Transactions (Up to 8 lines)
B. IMFH Messages (Up to 20 lines)

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Template ID does not begin with 'M', 'T' or 'C'

REPORT 5010 **ADMINISTRATION TRANSACTION REPORT** PAYROLL

PURPOSE: To list all informative and error messages in IMFH File that are generated daily for administration transactions.

CONTENT: Transactions in IMFH file.

SEQUENCE: By IMFH Template ID, IMFH Date, IMFH Time.

```
REPORT NO:  NAB5010                NASA PAYROLL AND PERSONNEL SYSTEM                                   PAGE:
SEQUENCED BY:                             INSTALLATION NAME                                            DATE:
                                                                                                       TIME:
                                       AA TRANSACTION REPORT
                                           AS OF 89/09/23




                   ACTION      ACTION       ACTION
TEMPLATE           ENTRY       ENTRY        ENTRY
   ID              CLERK       DATE         TIME         TRANSACTION INFORMATION

   A                 B           C            D          E
                                                         E
                                                         E
                                                         F
                                                         F
                                                         F

   A                 B           C            D          E
                                                         E
                                                         F
                                                         F
                                                         F
                                                         F

   A                 B           C            D          E
                                                         F
```

A.	IMFH Template ID	D.	IMFH Time
B.	IMFH Clerk ID	E.	IMFH Transactions (Up to 50)
C.	IMFH Date	F.	IMFH Messages (Up to 50)

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation code equals user designated center code
- IMFH Template ID does not begin with 'Mature'

REPORT 420 **BI-WEEKLY RETIREMENT REPORT** PAYROLL

PURPOSE: To support deductions for retirement.

CONTENT: Current individual employee CSRS and FERS retirement data

SEQUENCE: By Center, Retirement Plan/Pay Block:Processing/SSN or Retirement Plan/SSN or Center, Retirement Plan/Employee Name or Center, Retirement Plan/Pay Block: Processing/Employee Name.

Page Break by Center, Retirement Plan.

```
                                             SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  420                             NASA PAYROLL AND PERSONNEL SYSTEM                               PAGE:
SEQUENCED BY:                                       INSTALLATION NAME                                       DATE:
                                              BI-WEEKLY RETIREMENT REPORT                                   TIME:
                                                     AS OF MM/DD/YY

RETIREMENT PLAN   A                                                                                           ADJ
                                             R%            S%       CSRS MIL          CIV SERV     SALARY     BASIC
NAME                   PB       SSN         EMPL          EMPR      SERV DEP          CREDIT       OFFSET     PAY
----                   --       ---         ----          ----      --------          --------     ------     ----

BBBBBBBBBBBBBBBB       C    DDD-DD-DDDD       E             F           G                 H           I        J
BBBBBBBBBBBBBBBB       C    DDD-DD-DDDD       E             F           G                 H           I        J
       .               .         .            .             .           .                 .           .        .
       .               .         .            .             .           .                 .           .        .

TOTAL RETIREMENT PLAN  A                      L             M           N                 O           P        Q
NUMBER OF EMPLOYEES:  K
 .
RETIREMENT PLAN   A                                                                                           ADJ
                                             T%            U%           FERS MIL            SALARY            BASIC
NAME                   PB       SSN         EMPL          EMPR          SERV DEP            OFFSET            PAY
----                   --       ---         ----          ----          --------            ------            ----

BBBBBBBBBBBBBBBB       C    DDD-DD-DDDD       V             W               X                  Y               Z
BBBBBBBBBBBBBBBB       C    DDD-DD-DDDD       V             W               X                  Y               Z
        .              .         .            .             .               .                  .               .
        .              .         .            .             .               .                  .               .

TOTAL RETIREMENT PLAN  A                      b             c               d                  e               f
NUMBER OF EMPLOYEES:  a
 .
 .                                                SUBJECT TO PRIVACY ACT OF 1974

CSRS GRAND TOTALS
                                                                                                             ADJ
RET             ENROLLED             RETIREMENT             CSRS MIL    CIV SERV            SALARY           BASIC
CD           DED      NO DED    EMPL        EMPR            SERV DEP     CREDIT             OFFSET           PAY
---          ---------------    ----------------            --------    --------            ------           ----
 A            g         h          L           M               N           O                   P             Q
 A            g         h          L           M               N           O                   P             Q
 .            .         .          .           .               .           .                   .             .

DEDUCTIONS:                        i           j               k           l                   m             n
ADJUSTMENTS:                       o           p                           q                   r             s
CSRS TOTAL:   t         u          v           w               k           x                   y             z

FERS GRAND TOTALS
                                                                                                             ADJ
RET             ENROLLED             RETIREMENT             FERS MIL                        SALARY           BASIC
CD           DED      NO DED    EMPL        EMPR            SERV DEP                        OFFSET           PAY
---          ---------------    ----------------            --------                        ------           ----
 A            *A        *B         b            c               d                              e              f
 A            *A        *B         b            c               d                              e              f
 .            .         .          .            .               .                              .              .

DEDUCTIONS:                        *C          *D              *E                            *F              *G
ADJUSTMENTS:                       *H          *I                                            *J              *K
FERS TOTAL:   *L        *M         *N          *O              *E                            *P              *Q

FICA GRAND TOTALS
                                                                                                             ADJ
RET             ENROLLED             RETIREMENT             CSRS MIL    CIV SERV            SALARY           BASIC
CD           DED      NO DED    EMPL        EMPR            SERV DEP     CREDIT             OFFSET           PAY
---          ---------------    ----------------            --------    --------            ------           ----
 A           /g        /h         /L           /M                                           /P             /Q
 A           /g        /h         /L           /M                                           /P             /Q
 .            .         .          .            .              .           .                   .             .

DEDUCTIONS:                       /i           /j                                           /m             /n
ADJUSTMENTS:                      /o           /p                                           /r             /s
FICA TOTAL:  /t        /u         /v           /w                                           /y             /z
```

REPORT 420 BI-WEEKLY RETIREMENT REPORT

DATA ELEMENTS

A. Retirement Plan

B. Employee Name (Last, First)

C. Pay Block: Processing

D. SSN

Retirement: Employee Adj and Retirement: Government Adj (former plan adjustments) will print on a separate line for E and F.

E. CSRS: B/W + CSRS: Adjustment or Retirement: Employee Adj

F. CSRS: Govt Contr B/W + CSRS: Former Retire Current Adj or Retirement: Government Adj

G. CSRS: Mil Dep B/W

H. Civil Serv Credit B/W + Civil Serv Credit: Adjustment

I. Salary: Offset + CSRS: Current Salary Offset Adj

J. Base Earnings: B/W + Base Earnings: Adjustment + Empl Lclty Pay BW Amt + Empl Lclty Pay BW Adj Amt

K. Count of Employees in Retirement Plan

Total of E and F for each value of Retirement Code: Former Adj will print on a separate line.

L. Total of E for Retirement Plan

M. Total of F for Retirement Plan

N. Total of G for Retirement Plan

O. Total of H for Retirement Plan

P. Total of I for Retirement Plan

Q. Total of J for Retirement Plan

R. Rate of CSRS Employee Deduction found in TRETIR Table

S. Rate of CSRS Agency Contribution found in TRETIR Table

T. Rate of FERS Employee Deduction found in TRETIR Table

U. Rate of FERS Agency Contribution found in TRETIR Table

/L. Total of E for Retirement Plan

/M. Total of F for Retirement Plan

/P. Total of I for Retirement Plan

/Q. Total of J for Retirement Plan

Retirement: Employee Adj and Retirement: Government Adj (former plan adjustments) will print on a separate line for V and W.

V. FERS: B/W + FERS: Adjustment or Retirement: Employee Adj

W. FERS: Govt Contr B/W + FERS: Former Retir Cur Adj or Retirement: Government Adj

X. FERS: Mil Dep B/W

Y. Salary: Offset + FERS: Current Salary Offset Adj

Z. Base Earnings: B/W + Base Earnings: Adjustment + Empl Lclty Pay BW Amt + Empl Lclty Pay BW Adj Amt

a. Count of Employees in Retirement Plan

Total of V and W for each value of Retirement Code: Former Adj will print on a separate line.

b. Total of V for Retirement Plan

c. Total of W for Retirement Plan

d. Total of X for Retirement Plan

e. Total of Y for Retirement Plan

f. Total of Z for Retirement Plan

In Data Elements g - z below, CSRS Retirement Plans refers to Retirement Plans = 1, 4, 6, C, E, R and T

g. Count of Employees in current Retirement Plan with deductions

h. Count of Employees in current Retirement Plan without deductions

i. Total of CSRS: B/W for CSRS Retirement Plans

j. Total of CSRS: Govt Contr B/W for CSRS Retirement Plans

k. Total of CSRS: Mil Dep B/W for CSRS Retirement Plans

l. Total of Civil Serv Credit: B/W for CSRS Retirement Plans

m. Total of Salary: Offset for CSRS Retirement Plans

n. Total of (Base Earnings: B/W + Empl Lclty Pay BW Amt) for CSRS Retirement Plans

o. Total of (CSRS: Adjustment + Retirement: Employee Adj) for CSRS Retirement Plans

p. Total of (CSRS: Former Retire Current Adj + Retirement: Government Adj) for CSRS Retirement Plans

q. Total of Civil Serv Credit: Adjustment for CSRS Retirement Plans

r. Total of CSRS: Current Salary Offset Adj for CSRS Retirement Plans

s. Total of (Base Earnings: Adjustments + Empl Lclty Pay BW Adj Amt) for CSRS Retirement Plans

t. Total of g for CSRS Retirement Plans

u. Total of h for CSRS Retirement Plans

v. i + o

w. j + p

x. l + q

y. m + r

z. n + s

In Data Elements *A - *Q below, FERS Retirement Plans refers to Retirement Plans = K, L, M or N

*A. Count of Employees in current Retirement Plan with deductions

*B. Count of Employees in current Retirement Plan without deductions

*C. Total of FERS: B/W for FERS Retirement Plans

*D. Total of FERS: Govt Contr B/W for FERS Retirement Plans

*E. Total of FERS: Mil Dep B/W for FERS Retirement Plans

*F. Total of Salary: Offset for FERS Retirement Plans

*G. Total of (Base Earnings: B/W +Empl Lclty Pay BW Amt) for FERS Retirement Plans

*H. Total of (FERS: Adjustment + Retirement: Employee Adj) for FERS Retirement Plans

*I. Total of (FERS: Former Retir Cur Adj + Retirement: Government Adj) for FERS Retirement Plans

*J. Total of FERS: Current Salary Offset Adj for FERS Retirement Plans

*K. Total of (Base Earnings: Adjustments + Empl Lclty Pay BW Adj Amt) for FERS Retirement Plans

*L. Total of *A for FERS Retirement Plans
*M. Total of *B for FERS Retirement Plans
*N. *C + *H
*O. *D + *I
*P. *F + *J
*Q. *G + *K

In Data Elements /g - /z below, FICA Retirement Plans refers to Retirement Plans = 2

/g. Count of Employees in current Retirement Plan with deductions
/h. Count of Employees in current Retirement Plan without deductions
/i. Total of FICA: B/W for FICA Retirement Plans
/j. Total of FICA: Govt Contr B/W for FICA Retirement Plans
/m. Total of Salary: Offset for FICA Retirement Plans
/n. Total of (Base Earnings: B/W +Empl Lclty Pay BW Amt) for FICA Retirement Plans
/o. Total of (FICA: Adjustment + Retirement: Employee Adj) for FICA Retirement Plans
/p. Total of (FICA: Former Retire Current Adj + Retirement: Government Adj) for FICA Retirement Plans
/r. Total of FICA: Current Salary Offset Adj for FICA Retirement Plans
/s. Total of (Base Earnings: B/W +Empl Lclty Pay BW Amt) for FICA Retirement Plans
/t. Total of /g for FICA Retirement Plans
/u. Total of /h for FICA Retirement Plans
/v. /i + /o
/w. /j + /p
/y. /m + /r
/z. /n + /s

SELECTION CRITERIA:

Includes All Employees With The Following Criteria:

- Installation Code Equals User Designated Center Code
- Retirement Plan Equals 1, 2, 4, 6, C, E, K, L, M, N, R or T

REPORT 421 **CSRS ACCOUNT REPORT** PAYROLL

PURPOSE: To detail the current status of employees' retirement accounts to support the retirement reconciliation process.

CONTENT: All employees with CSRS retirement plans and all employees who do not have CSRS retirement plans with non-zero CSRS retirement accounts.

SEQUENCE: By Pay Block: Processing/SSN or SSN or Employee Name or Pay Block: Processing/Name

Page Break by Pay Block: Processing if sequenced by Pay Block: Processing.

Totals by Pay Block: Processing if sequenced by Pay Block: Processing.

```
                                               SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  421                               NASA PAYROLL AND PERSONNEL SYSTEM                                 PAGE:
SEQUENCED BY:                                        INSTALLATION NAME                                          DATE:
                                                                                                                TIME:

                                                   CSRS ACCOUNT REPORT
                                                      AS OF MM/DD/YY

                                           RET       PRIOR YEAR      TRANSFER        CURRENT YR       SEPARATION/         CUM TO DATE
 PB     SSN        NAME                    CODE      CARRYOVER   +     IN      +    DEDUCTION   -    TRANS OUT    =    NASA RETIRE
 --     ---        ----                    ----      ----------      --------        ----------       -----------         -----------

 A   BBB-BB-BBBB   CCCCCCCCCCCCCCCCCCCCCCC  D            E              F                G                H                    I
                      J                                  K              L                M                N                    O
                      P                                  Q              R                S                T                    U

 A   BBB-BB-BBBB   CCCCCCCCCCCCCCCCCCCCCCC  D            E              F                G                H                    I
                      J                                  K              L                M                N                    O
                      P                                  Q              R                S                T                    U

 .        .                   .             .            .              .                .                .                    .
                      .                                  .              .                .                .                    .
                      .                                  .              .                .                .                    .

 .        .                   .             .            .              .                .                .                    .
                      .                                  .              .                .                .                    .
                      .                                  .              .                .                .                    .


TOTAL BLOCK  A        CSRS RETIREMENT                    V              W                X                Y                    Z
                      CSRS MIL SERV DEP                  a              b                c                d                    e
                      CSRS CREDIT                        f              g                h                i                    j


GRAND TOTAL           CSRS RETIREMENT                    k              l                m                n                    o
                      CSRS MIL SERV DEP                  p              q                r                s                    t
                      CSRS CREDIT                        u              v                w                x                    y

NUMBER OF REG ACTIVE EMPLOYEE ACCOUNTS     Z




                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 421 CSRS ACCOUNT REPORT
DATA ELEMENTS

A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI)
D. Retirement Plan
E. CSRS: PYCO
F. CSRS: Cum Transferred In
G. CSRS: Deduction YTD
H. CSRS: Tran Out
I. CSRS: NASA Cum

Data Elements J - O are only printed if

CSRS: Mil PYCO NE 0 or
CSRS: Mil Dep Trnsfr In NE 0 or
CSRS: Mil Dep YTD NE 0 or
CSRS Mil: Tran Out NE 0 or
CSRS: Mil Dep Cum NE 0.

J. Literal 'CSRS MIL SERV DEP'
K. CSRS: Mil PYCO
L. CSRS: Mil Dep Trnsfr In
M. CSRS: Mil Dep YTD
N. CSRS Mil: Tran Out
O. CSRS: Mil Dep Cum

Data Elements P - U are only printed if

CSRS: Civ Serv Cr PYCO NE 0 or
Civil Serv Credit: Trans In NE 0 or
Civil Serv Credit: YTD NE 0 or
CSRS: Civ Serv Cr Tran Out NE 0 or
Civil Serv Credit: Cum NE 0.

P. Literal 'CSRS CREDIT'
Q. CSRS: Civ Serv Cr PYCO
R. Civil Serv Credit: Trans In
S. Civil Serv Credit: YTD
T. CSRS: Civ Serv Cr Tran Out
U. Civil Serv Credit: Cum

Data Elements V - j are only printed if report is sequenced by Pay Block: Processing.

V. Total of E for Pay Block: Processing
W. Total of F for Pay Block: Processing
X. Total of G for Pay Block: Processing
Y. Total of H for Pay Block: Processing
Z. Total of I for Pay Block: Processing
a. Total of K for Pay Block: Processing
b. Total of L for Pay Block: Processing
c. Total of M for Pay Block: Processing
d. Total of N for Pay Block: Processing
e. Total of O for Pay Block: Processing
f. Total of Q for Pay Block: Processing
g. Total of R for Pay Block: Processing
h. Total of S for Pay Block: Processing
i. Total of T for Pay Block: Processing
j. Total of W for Pay Block: Processing
k. Total of E
l. Total of F
m. Total of G
n. Total of H
o. Total of I

DATA ELEMENTS

p. Total of K
q. Total of L
r. Total of M
s. Total of N
t. Total of O
u. Total of Q
v. Total of R
w. Total of S
x. Total of T
y. Total of W
z. Count of employees with Retirement Plan = 1, 6, C, E, R or T and Duty Status not = 'Z'

SELECTION CRITERIA:

Includes All Employees With The Following Criteria:

- Installation Code Equals User Designated Center Code
- Retirement Plan = 1, 4, 6, C, E, R, or T and one of the following fields is greater than zero: CSRS: PYCO, CSRS: Mil PYCO, CSRS: Civ Serv Cr PYCO, CSRS: Tran Out, CSRS Mil: Tran Out, CSRS: Civ Serv Cr Tran Out, CSRS: Deduction YTD, CSRS: Mil Dep YTD, CivilServCredit: YTD, CSRS: CUM Transferred In, CSRS: Mil Dep Trnsfr In, or Civil Serv Credit: Trans In
- Retirement Plan = 2 and one of the following fields is greater than zero: CSRS: Deduction YTD, CSRS: CUM Transferred In, CSRS: Mil Dep Trnsfr In, or Civil Serv Credit: Trans In

REPORT 422 FERS ACCOUNT REPORT

PURPOSE: To detail the current status of employees' retirement accounts to support the retirement reconciliation process.

CONTENT: All employees with FERS retirement plans who have non-zero accounts.

SEQUENCE: By Pay Block: Processing/SSN or SSN or Employee Name or Pay Block: Processing/Name.

Page Break by Pay Block: Processing if sequenced by Pay Block: Processing.

Totals by Pay Block: Processing if sequenced by Pay Block: Processing.

```
                                                    SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  422                                  NASA PAYROLL AND PERSONNEL SYSTEM                          PAGE:
 SEQUENCED BY:                                             INSTALLATION NAME                                 DATE:
                                                                                                             TIME:

                                                         FERS ACCOUNT REPORT
                                                           AS OF MM/DD/YY



                                           RET       PRIOR YEAR      TRANSFER        CURRENT YR       SEPARATION/         CUM TO DATE
 PB     SSN        NAME                    CODE      CARRYOVER    +    IN        +   DEDUCTION     -   TRANS OUT      =   NASA RETIRE
 --     ---        ----                    ----      ----------      --------        ----------       -----------         -----------

 A   BBB-BB-BBBB   CCCCCCCCCCCCCCCCCCCCCCC  D            E              F                G                H                    I
                       J                                  K              L                M                N                    O

 .        .            k       .             .            l              m                n                o                    p
                       q                                  r              s                t                u                    v

 .        .                    .             .            .              .                .                .                    .
                       .                                  .              .                .                .                    .


TOTAL BLOCK  A        FERS RETIREMENT                     P              Q                R                S                    T
                      FERS MIL SERV DEP                   U              V                W                X                    Y
                      CSRS                                w              x                y                z                    1
 .        .           CSRS MIL SERV DEP      .            2              3                4                5                    6
                       .                                  .              .                .                .                    .


GRAND TOTAL           FERS RETIREMENT                     Z              a                b                c                    d
                      FERS MIL SERV DEP                   e              f                g                h                    i
                      CSRS                                7              8                9               10                   11
                      CSRS MIL SERV DEP                  12             13               14               15                   16
NUMBER OF REG ACTIVE EMPLOYEE ACCOUNTS     j


                      TOTAL FERS                         17             18               19               20                   21










                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 422 FERS ACCOUNT REPORT
DATA ELEMENTS

A. Pay Block: Processing
B. SSN
C. Employee Name (Last, First, MI)
D. Retirement Plan
E. FERS: PYCO
F. FERS: Tran In
G. FERS: YTD
H. FERS: Tran Out
I. FERS: NASA Cum

Data Elements J - O are only printed if

FERS: Mil PYCO	NE 0 or
FERS: Mil Dep Trnsfr In	NE 0 or
FERS: Mil Dep YTD	NE 0 or
FERS Mil: Tran Out	NE 0 or
FERS: Mil Dep Cum	NE 0

J. Literal 'FERS MIL SERV DEP'
K. FERS: Mil PYCO
L. FERS: Mil Dep Trnsfr In
M. FERS: Mil Dep YTD
N. FERS: Mil Tran Out
O. FERS: Mil Dep Cum

Data Elements P - Y are only printed if report is sequenced by Pay Block: Processing.

P. Total of E for Pay Block: Processing
Q. Total of F for Pay Block: Processing
R. Total of G for Pay Block: Processing
S. Total of H for Pay Block: Processing
T. Total of I for Pay Block: Processing
U. Total of K for Pay Block: Processing
V. Total of L for Pay Block: Processing
W. Total of M for Pay Block: Processing
X. Total of N for Pay Block: Processing
Y. Total of O for Pay Block: Processing
Z. Total of E
a. Total of F
b. Total of G
c. Total of H
d. Total of I
e. Total of K
f. Total of L
g. Total of M
h. Total of N
i. Total of O
j. Count of employees with Retirement Plan = K, L, M or N and Duty Status not = 'Z'

Data Elements k - p are only printed if

CSRS: PYC	NE 0 or
CSRS: Cum Transferred In	NE 0 or
CSRS: Deduction YTD	NE 0 or
CSRS: Tran Out	NE 0 or
CSRS: NASA Cum	NE 0

k. Literal 'CSRS'
l. CSRS: Pyco
m. CSRS: Cum Transferred In
n. CSRS: Deduction
o. CSRS: Tran Out
p. CSRS: NASA Cum

Data Elements q - v are only printed if

CSRS: Mil Pyco	NE 0 or
CSRS: Mil Dep Trnsfr In	NE 0 or
CSRS: Mil Dep YTD	NE 0 or
CSRS Mil: Tran Out	NE 0 or
CSRS: Mil Dep Cum	NE 0

q. Literal 'CSRS Mil Serv Dep'
r. CSRS: Mil Pyco
s. CSRS: Mil Dep Trnsfr In
t. CSRS: Mil Dep YTD
u. CSRS Mil: Tran Out
v. CSRS: Mil Dep Cum

Data Elements w - 6 are only printed if report is sequenced by Pay Block: Processing.

w. Total of l for Pay Block: Processing
x. Total of m for Pay Block: Processing
y. Total of n for Pay Block: Processing
z. Total of o for Pay Block: Processing
1. Total of p for Pay Block: Processing
2. Total of r for Pay Block: Processing
3. Total of s for Pay Block: Processing
4. Total of t for Pay Block: Processing
5. Total of u for Pay Block: Processing
6. Total of v for Pay Block: Processing
7. Total of l
8. Total of m
9. Total of n
10. Total of o
11. Total of p
12. Total of r
13. Total of s
14. Total of t
15. Total of u
16. Total of v
17. Total of E, K, I, r

18. Total of F, L, m, s
19. Total of G, M, n, t
20. Total of H, N, o, u
21. Total of I, O, p, v

SELECTION CRITERIA:

Includes All Employees With The Following Criteria:

Installation Code Equals User Designated Center Code

- One of the following fields is greater than zero:
  FERS: PYCO, FERS: MIL PYCO, FERS: Tran Out, FERS: Mil Tran Out, FERS: Mil Dep YTD, or FERS: YTD

Installation Code Equals User Designated Center Code

- One of the following fields is greater than zero:
  FERS: PYCO, FERS: MIL PYCO, FERS: Tran Out, FERS: Mil Tran Out, FERS: Mil Dep YTD, or FERS: YTD

REPORT 423 INDIVIDUAL PAY RECORD

PURPOSE:	To provide a complete, concise record of an employee's earnings and deductions for each pay period of the pay year.
CONTENT:	All employees; user may select the report for a particular employee.
SEQUENCE:	Selective by SSN, Name, Payblock: SSN or Payblock: Name.

```
SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:    423                                NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
 SEQUENCED BY: PAYBLOCK, SSN                              INSTALLATION NAME                                            DATE:
                                                        INDIVIDUAL PAY RECORD                                          TIME:
                                                          FOR PAY YEAR XXXX
                                                            AS OF MM/DD/YY
    SSN    PB NAME                               ORG   T&A DIST DATE OF  HLTH    ANNUAL  HOURLY   OT  FED  FED    ST    RET  SERVICE
                                               LOCATED   CODE    BIRTH   CODE    SALARY   RATE   RATE EXEM OPT  -EXEM-  CD  COMP DATE
                                              --------   ----    -----   ----    ------   ----   ---- ---- ---  ------  --  ---------
   AAAAAAAAA BB CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC  DDDDD  EEEEE  FF/FF/FF GGG   HHHHHH.HH  II.II JJ.JJ  K    LL  MMM N    O   PP/PP/PP

         ----BASE---- --PREM/OTHER--- GROSS                              FED --STATE--     LTC    T  FSA HC    DC        OTH TSPLN
 PP GDST  HRS    PAY   HRS  CD    PAY    PAY    TSP     RET   HIT  OASDI  TAX  CD  TAX  FEGLI  FEHBE  CFC   DUES BONDS    DED TSPCU   NET
 -- ----  ---    ---   ---  --    ---    ---    ---     --- -----  ----- ----  --  ---  -----  ----W  ---   ---- -----    ---  ----   ---
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L&HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
                      UUUUU V WWWWWW                                                       &&A        &&B      &&C           *NNNN
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L&HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
   ****      TTTTTTTT      WWWWWWWW XXXXXXXX                         &CCCCCC  &EEEEEE      &&A        &&B      &&C           *NNNN
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L&HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM

 1ST    &NNNNN        &OOOO         &PPPPPP         &QQQQQ      &RRRRR         &SSSSS       &TTTT       &UUUUU       &VVVVVV      &WWWWWW
 QTR          &XXXXXX        &YYYYYY      &ZZZZZZZ        /AAAAA     /BBBBBB          /CCCC        /DDDD      /EEEEE        /FFFFF
                                                                                                 *RRRRRRR *UUUUUUU          *OOOOO
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L&HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L&HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L&HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM

 2ND    &NNNNN        &OOOO         &PPPPPP         &QQQQQ      &RRRRR         &SSSSS       &TTTT       &UUUUU       &VVVVVV      &WWWWWW
 QTR          &XXXXXX        &YYYYYY      &ZZZZZZZ        /AAAAA     /BBBBBB          /CCCC        /DDDD      /EEEEE        /FFFFF

 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L &HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L &HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L &HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM

 3RD    &NNNNN        &OOOO         &PPPPPP         &QQQQQ      &RRRRR         &SSSSS       &TTTT       &UUUUU       &VVVVVV      &WWWWWW
 QTR          &XXXXXX        &YYYYYY      &ZZZZZZZ        /AAAAA     /BBBBBB          /CCCC        /DDDD      /EEEEE        /FFFFF

 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L &HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L &HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM
 QQ RRRR SSSSS TTTTTT UUUUU V WWWWWW XXXXXX YYYYYY ZZZZZZZ &AAAA &BBBB &CCCC&DD &EEEE &FFFF &GGGG*L &HHHH &IIII &JJJJ  &KKKKK &LLLL &MMMMM

 4TH    &NNNNN        &OOOO         &PPPPPP         &QQQQQ      &RRRRR         &SSSSS       &TTTT       &UUUUU       &VVVVVV      &WWWWWW
 QTR          &XXXXXX        &YYYYYY      &ZZZZZZZ        /AAAAA     /BBBBBB          /CCCC        /DDDD      /EEEEE        /FFFFF

                                                   SUBJECT TO PRIVACY ACT OF 1974
 EMP   /GGGGGG       /HHHHH       /IIIIIIII        /JJJJJJ     /KKKKKK       /LLLLLLL      /MMMMM      /NNNNNN      /OOOOOOO    /PPPPPPPP
 TOTAL      /QQQQQQQQ      /RRRRRRRR     /SSSSSSSS       /TTTTTT    /UUUUUUU         /VVVVVV      /WWWWWW     /XXXXXX       /YYYYYY
                                                                                        /ZZZZZ   *SSSSSSS *VVVVVVV          *PPPPP
  CENTER TOTALS
    \SSSSSSSSS   \TTTTTTTTT   \UUUUUUUUUUUU     \VVVVVVVVVV \WWWWWWWWWW  \XXXXXXXXXXX  \YYYYYYYYY   \ZZZZZZZZZ  *AAAAAAAAAAA *BBBBBBBBBBB
        *CCCCCCCCCCCC  *DDDDDDDDDDDD    *EEEEEEEEE    *FFFFFFFFF*GGGGGGGGGGG     *HHHHHHHHHH  *IIIIIIIII  *JJJJJJJJ     *KKKKKKKKK
                                                                                     *MMMMMMMMM *TTTTTTTTT *WWWWWWWWW      *QQQQQQ
                                                   SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 423 INDIVIDUAL PAY RECORD
DATA ELEMENTS

A. SSN Hist
B. Pay Block: Processing Hist
C. Employee Name Hist (Last, First, MI, Gen)
D. = Organization: Located New From the latest Personnel history record
E. = Employee History T & A Distribution Code
F. Date of Birth Hist
G. FEHB: Plan Code Hist
H. Salary Hist
I. Salary: Hourly Hist
J. = Employee History Overtime Rate
= Salary: Hourly Hist x Premium Rate Table
If Employee History Overtime Rate = 0 and Pay Plan Not = 'ES'
= Overtime Rate Max Table
If Employee History Overtime Rate = 0 and
Pay Plan Not = 'ES and
FLSA Pay Status = 'E' and
Job Series Not = 1 and
(Salary: Hourly x 1.5) > Overtime Rate Max Table
= Salary: Hourly
If Employee History Overtime Rate = 0 and
an Uncommon Tour Empl and
Salary: Hourly > Overtime Rate Max Table **
K. = Employee History Federal Tax Exemptions
= Federal Tax: Exemptions If Employee History Federal Tax Exemptions = blank
L. Federal Tax: Additional Hist
M. = Employee History State Tax Marital Code
= State Tax: Marital Code If Employee History State Tax Marital Code = blank
N. = Employee History State Tax Exemptions
= State Tax: Exemptions Hist If Employee History State Tax Exemptions = blank
O. Retirement Plan Hist
P. = Employee History SCD Leave Date
= SCD: Leave If Employee History SCD Leave Date = blank
Q. = Pay Period Number Hist
= 'AW' literal If Award: Amount Hist > 0
= ‘PA’ literal If PCA: AMT B/W HIST > 0
R. Grade: Current Hist and Step Hist
S. Base Hours: B/W Hist + Base Hours: Adj B/W Hist
T. Base Erngs: B/W Hist + Base Erngs: Adj B/W Hist
U. Overtime: Hours B/W Hist + Overtime: Hours Adj Hist or
Night Diff: Hours B/W Hist + Nite: Cur Adj Hrs Hist or
Sunday Diff: Hours B/W Hist + Sunday: Current Adj Hrs Hist or
Hazardous Hours: B/W Hist + Hazardous: Cur Adj Hrs Hist or
Holiday Hours: B/W Hist + Holiday/Wked: Cur Adj Hist or
Lump Sum: LV Hours 1 Hist + Lump Sum: LV Hours 2 Hist or
Comp Time: Hrs Paid B/W Hist

V. Code to identify the type of hours and earnings
O - Overtime
N - Night Differential
S - Sunday Differential
H - Hazardous Duty
W - Holiday Worked
L - Lump Sum
U - Unused Comp Time Paid
R - Retention Allowance
D - Supervisory Differential
F - Foreign Differential
P - Fire Fighter Premium Adjustment
E - Earned Income Credit (EIC is included in the Net Amount)
C - COLA (COLA is included in the Net amount)

W. Overtime: Earnings B/W Hist + Overtime: Earnings Adj Hist or
Night Diff: Erngs B/W Hist + Nite: Current Adj Erngs Hist or
Sunday Diff: Erngs B/W Hist + Sunday: Current Adj Erngs Hist or
Hazardous Earnings: B/W Hist + Hazardous: Cur Adj Erngs Hist or
Holiday Earnings: B/W Hist + Hol/Wkend: Cur Adj Erngs Hist or
Lump Sum: Lv Payment Hist (includes Lump Sum: Lv Adj Hist) or
Retention Allow: Hist BW + Retention Allow: Adj B/W Hist or
Super Diff: Hist BW + Super Diff: Adj B/W Hist or
Foreign Diff: B/W Hist + For Diff: Cur Adj Erngs Hist or
Comp Time: Hours Paid B/W Hist or
Fire Fighter: Prem Adj B/W Hist + Fire Fighters: Prem B/W Hist or
COLA: B/W Hist + COLA: Current Adj Erngs Hist or
EIC: Hist + EIC: Adjustment Hist

X. = Gross Earnings: B/W Hist
= Award: Amount Hist If Award: Amount Hist > 0
= PCA: AMT B/W Hist If PCA: AMT B/W Hist > 0

Y. TSP: CY Ded B/W Hist + TSP: CY Ded Adj Hist

Z. CSRS: B/W Hist + CSRS: Adjustment Hist +
Civil Serv Credit: B/W Hist + Civil Serv Credit: Adj Hist +
FERS: B/W Hist + FERS: Adjustment Hist +
CSRS: Frmr Adjustment Hist + FERS: Frmr Adjustment Hist

&A. = HIT: B/W Hist + HIT: Adjustment Hist
= HIT: Award B/W Hist If Award: Amount Hist > 0

&B. = FICA: B/W Hist + FICA: Adjustment Hist
= FICA: Award B/W Hist If Award: Amount Hist > 0

&C. = Federal Tax: B/W Hist + Federal Tax: Adjustment Hist
= Federal Tax: Award B/W Hist If Award: Amount Hist > 0

&D. = State Tax: Code Hist
= State Tax: Former Code YTD Hist

&E. = State Tax: B/W Hist + State Tax: Adjustment Hist
= State Tax: Former W/H YTD Hist
= State Tax: Award B/W Hist If Award: Amount Hist > 0

&F. FEGLI: B/W Hist + FEGLI: Adjustment Hist

&&A. LTC BW Empl Deduction Hist + LTC BW Spouse Deduction Hist + LTC BW Dependent Deduction Hist

&&B. FSA HC: BW DED HIST

&&C. FSA DC: BW DED HIST

*O. Quarterly total of *N
*P. Employee total of *O
*Q. Center total of *P

*R. Quarterly Total of &&B
*S. Employee Total of *R
*T. Center Total of *S
*U. Quarterly Total of &&C
*V. Employee Total of *U
*W. Center Total of *V
&G. FEHB: B/W Hist + FEHB: Current Adj Hist +
FEHB: Prior Adj Hist
&H. CFC: B/W Hist + CFC: Adjustment Hist
&I. Union Dues: B/W Hist + Union Dues: Adjustment Hist
&J. Bond: B/W Hist - Bond: Refund Hist
&K. = Bankruptcy: B/W Hist + Child Support: B/W Hist +
Local Tax Entity: B/W (1) Hist + Local Tax Entity: Adj (1) Hist +
Local Tax Entity: B/W (2) Hist + Local Tax Entity: Adj (2) Hist +
CSRS: Mil Dep B/W Hist + FERS: Mil Dep B/W Hist +
Indebtedness Due U.S.: B/W Hist + Empl Total Grnsh Crnt Ded Amt +
Miscellaneous Required Amt Hist +
NEBA: Total B/W Hist +
Voluntary Allot: B/W Hist + Bill of Collection: Deduct Hist
= City Tax: Award B/W Hist + Award: County Tax Ded
If Award: Amount Hist > 0
&L. TSP: Loan Ded Amount Hist + TSP: Loan 1 Adjustment Hist +
TSP: Loan 2 Adjustment Hist
&M. = Net Earnings: B/W Hist
= Award: Net Earnings If Award: Amount Hist > 0
&N. Quarterly Total of S
&O. Quarterly Total of U
&P. Quarterly Total of X
&Q. Quarterly Total of Z
&R. Quarterly Total of &B
&S. Quarterly Total of &E
&T. Quarterly Total of &G
&U. Quarterly Total of &I
&V. Quarterly Total of &K
&W. Quarterly Total of &M
&X. Quarterly Total of T
&Y. Quarterly Total of W
&Z. Quarterly Total of Y
/A. Quarterly Total of &A
/B. Quarterly Total of &C
/C. Quarterly Total of &F
/D. Quarterly Total of &H
/E. Quarterly Total of &J
/F. Quarterly Total of &L
/G. Employee Total of S
/H. Employee Total of U
/I. Employee Total of X
/J. Employee Total of Z
/K. Employee Total of &B
/L. Employee Total of &E
/M. Employee Total of &G
/N. Employee Total of &I
/O. Employee Total of &K
/P. Employee Total of &M
/Q. Employee Total of T
/R. Employee Total of W

/S.	Employee Total of Y
/T.	Employee Total of &A
/U.	Employee Total of &C
/V.	Employee Total of &F
/W.	Employee Total of &H
/X.	Employee Total of &J
/Y.	Employee Total of &L
/Z.	Employee Total of &&A
\S.	Center Total of S
\T.	Center Total of U
\U.	Center Total of X
\V.	Center Total of Z
\W.	Center Total of &B
\X.	Center Total of &E
\Y.	Center Total of &G
\Z.	Center Total of &I
*A.	Center Total of &K
*B.	Center Total of &M
*C.	Center Total of T
*D.	Center Total of W
*E.	Center Total of Y
*F.	Center Total of &A
*G.	Center Total of &C
*H.	Center Total of &F
*I.	Center Total of &H
*J.	Center Total of &J
*K.	Center Total of &L
*L.	FEHB Tax Exempt Waiver for Pay Period.
*M.	Center Total of &&A
*N	TSP Catchup: B/W Ded Amt + TSP Catchup: Emp Ded Adj Tot
*O	Quarterly total of *N
*P	Employee total of *O
*Q	Center total of *P

NOTE: The value on the report = (Actual Value x 100)

**** Only used if the value of T, W, X, &C, &E, or &M exceeds the field size for the line above.

SELECTION CRITERIA:

Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Reactivation Indicator Hist Not Equal 3
- Year of (Pay Period Ending Date Hist + 10 days) Equal User Input Year
- Pay Period Ending Date Hist Less Equal Pay Cntl: Current PP Ending Date
- SSSN Equal User Input SSN (If Entered)

REPORT 424 YEAR END LEAVE REPORT PAYROLL

PURPOSE:	To provide a complete, concise record of an employee's leave accrual, usage, and balances for each leave period of the leave year
CONTENT:	All employees; user may select the report for a particular employee.
SEQUENCE:	Selective by SSN, Name, Pay Block: Processing and SSN, or Pay Block: Processing and Name.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    424                                NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
SEQUENCED BY:                                            INSTALLATION NAME                                            DATE:
                                                       YEAR END LEAVE REPORT                                          TIME:
                                                          LEAVE YEAR YYYY


    ------------------------ ANNUAL -----------------------  ----------- SICK ----------- -COMPENSATORY- ---- LWOP/AWOL ---- - MIL -
    C                                                                                                                          HRS
    A   PT   PP  EARN USED USE/     RESTORED  DON RET  REST    PT  PP  EARN USED     REST  PP   PP        PP  USED 80-HR LAST PP FYD
 PP T E CO  USED YTD  YTD  LOSE BAL USED BAL  YTD YTD  CUM   E CO USED YTD  YTD  BAL CUM  EARN USED BAL  USED YTD   CUT  PSI  U  BAL

 AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA  BBB-BB-BBBB
    CC-CC-CC   DDDDD BAL FORWARD  EEEE.EE                         BAL FORWARD  FFFF.FF                    BAL FORWARD  GGGG.GG
                     ADVANCED    HHHHH

 II J K LL MMM.MM  OOOO.OO  QQQQQ.QQ SSSS.SS   UUUU.UU       W X  ZZZ.ZZ /BBB.BB  /DDD.DD   /FF.FF     /HH.HH    /JJJ.JJ    /L.LL
              NNNN.NN    PPP.PP   RRR.RR  TTTT.TT   VVVV.VV        /AAA.AA   /CCC.CC   /EEE.EE  /GGG.GG    /III.II   /KKK.KK   /MMMM
 II J K LL MMM.MM  OOOO.OO  QQQQQ.QQ SSSS.SS   UUUU.UU       W X  ZZZ.ZZ /BBB.BB  /DDD.DD   /FF.FF     /HH.HH    /JJJ.JJ    /L.LL
              NNNN.NN    PPP.PP   RRR.RR  TTTT.TT   VVVV.VV        /AAA.AA   /CCC.CC   /EEE.EE  /GGG.GG    /III.II   /KKK.KK   /MMMM
 II J K LL MMM.MM  OOOO.OO  QQQQQ.QQ SSSS.SS   UUUU.UU       W X  ZZZ.ZZ /BBB.BB  /DDD.DD   /FF.FF     /HH.HH    /JJJ.JJ    /L.LL
              NNNN.NN    PPP.PP   RRR.RR  TTTT.TT  VVVV.VV        /AAA.AA   /CCC.CC   /EEE.EE  /GGG.GG    /III.II   /KKK.KK   /MMMM
 II J K LL MMM.MM  OOOO.OO  QQQQQ.QQ SSSS.SS   UUUU.UU       W X  ZZZ.ZZ /BBB.BB  /DDD.DD   /FF.FF     /HH.HH    /JJJ.JJ    /L.LL
              NNNN.NN    PPP.PP   RRR.RR  TTTT.TT   VVVV.VV        /AAA.AA   /CCC.CC   /EEE.EE  /GGG.GG    /III.II   /KKK.KK   /MMMM
 II J K LL MMM.MM  OOOO.OO  QQQQQ.QQ SSSS.SS   UUUU.UU       W X  ZZZ.ZZ /BBB.BB  /DDD.DD   /FF.FF     /HH.HH    /JJJ.JJ    /L.LL
              NNNN.NN    PPP.PP   RRR.RR  TTTT.TT   VVVV.VV        /AAA.AA   /CCC.CC   /EEE.EE  /GGG.GG    /III.II   /KKK.KK   /MMMM




                                                  SUBJECT TO PRIVACY ACT OF 1974
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REPORT 424 YEAR END LEAVE REPORT

DATA ELEMENTS

A. Employee Name Hist (Last, First, MI, Gen)
B. SSN Hist
C. = Employee History SCD Leave Date
= SCD: Leave, If Employee History SCD Leave Date = blank
D. Annual Lv: Ceiling Hist
E. Annual Lv: PYCO Hist
F. Sick Lv: PYCO Hist
G. LWOP: WIG Hours Hist
H. Annual Leave: Advanced Bal - Annual Lv: Ernd Balance Hist
I. Pay Period Number Hist
J. Annual Lv: Category Code Hist
K. Annual Lv: Accrual Rate BW Hist
L. Annual Lv: P/T Carry Over Hist
M. Annual Lv: Used B/W Hist
N. Annual Lv: Accrued YTD Hist
O. Annual Lv: Used YTD Hist
P. Annual Leave: Advanced Bal - Annual Lv: Ceiling Hist
Q. Annual Leave: Advanced Bal Hist
R. Restored Lv: Used B/W Hist

NOTE: The values of A - H are based on the most current leave period found for each employee.

S. Restored Leave: Balance
T. Donated AL: Used YTD Hist
U. Donated AL: Donat-Retrn YTD Hist
V. Restricted AL: Rstrct CUM Hist
W. Sick Lv: Accrued B/W Hist
X. Sick Lv: P/T Carry Over Hist
Z. Sick Lv: Used B/W Hist
/A. Sick Lv: Accrued YTD Hist
/B. Sick Lv: Used YTD Hist
/C. Sick Lv: Balance Hist
/D. Restrict SL: Restricted CUM Hist
/E. Comp Time: Earned B/W Hist
/F. Comp Time: Used B/W Hist
/G. Comp Time: Balance Hist
/H. LWOP: Used B/W Hist
/I. LWOP: Used YTD Hist
/J. LWOP: 80 Hour Accrual Hist
/K. LWOP: WIG Hours Hist
/L. Military Lv: Used B/W Hist
/M. Mil Lv: Used HoursFYTD Hist

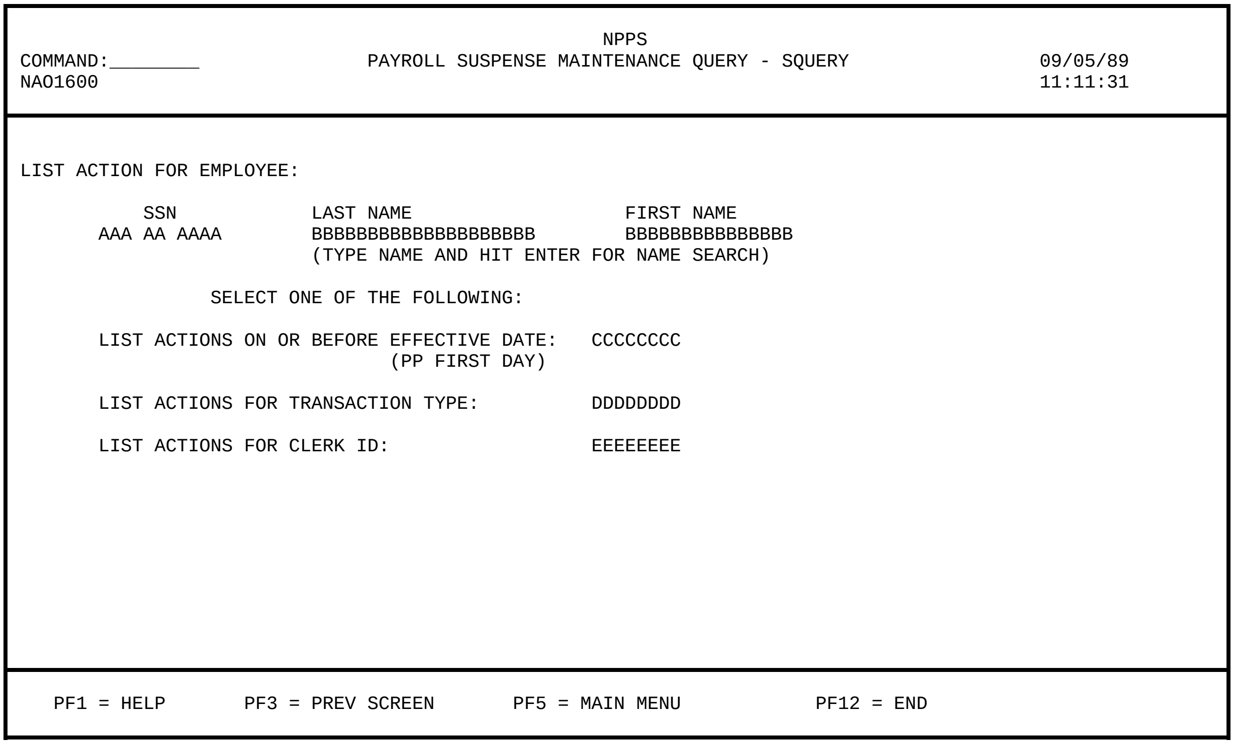
SELECTION CRITERIA:
Includes All Employees With The Following Criteria:
- Installation Code Equal User Designated Center Code
- Reactivation Indicator Hist Not Equal 3
- Leave Year Equal User Input Year
- SSN Equal User Input SSN (if entered)

REPORT 950 **PAYROLL SUSPENSE MAINTENANCE QUERY - SQUERY** PAYROLL

PURPOSE: To allow payroll suspense query options to be selected.

CONTENT: Suspense query options.

SEQUENCE: N/A



```
                                                NPPS
COMMAND:________               PAYROLL SUSPENSE MAINTENANCE QUERY - SQUERY              09/05/89
NAO1600                                                                                 11:11:31


LIST ACTION FOR EMPLOYEE:

           SSN            LAST NAME                    FIRST NAME
       AAA AA AAAA        BBBBBBBBBBBBBBBBBBBB         BBBBBBBBBBBBBBB
                          (TYPE NAME AND HIT ENTER FOR NAME SEARCH)

                 SELECT ONE OF THE FOLLOWING:

       LIST ACTIONS ON OR BEFORE EFFECTIVE DATE:   CCCCCCCC
                                 (PP FIRST DAY)

       LIST ACTIONS FOR TRANSACTION TYPE:          DDDDDDDD

       LIST ACTIONS FOR CLERK ID:                  EEEEEEEE


   PF1 = HELP       PF3 = PREV SCREEN       PF5 = MAIN MENU           PF12 = END
```

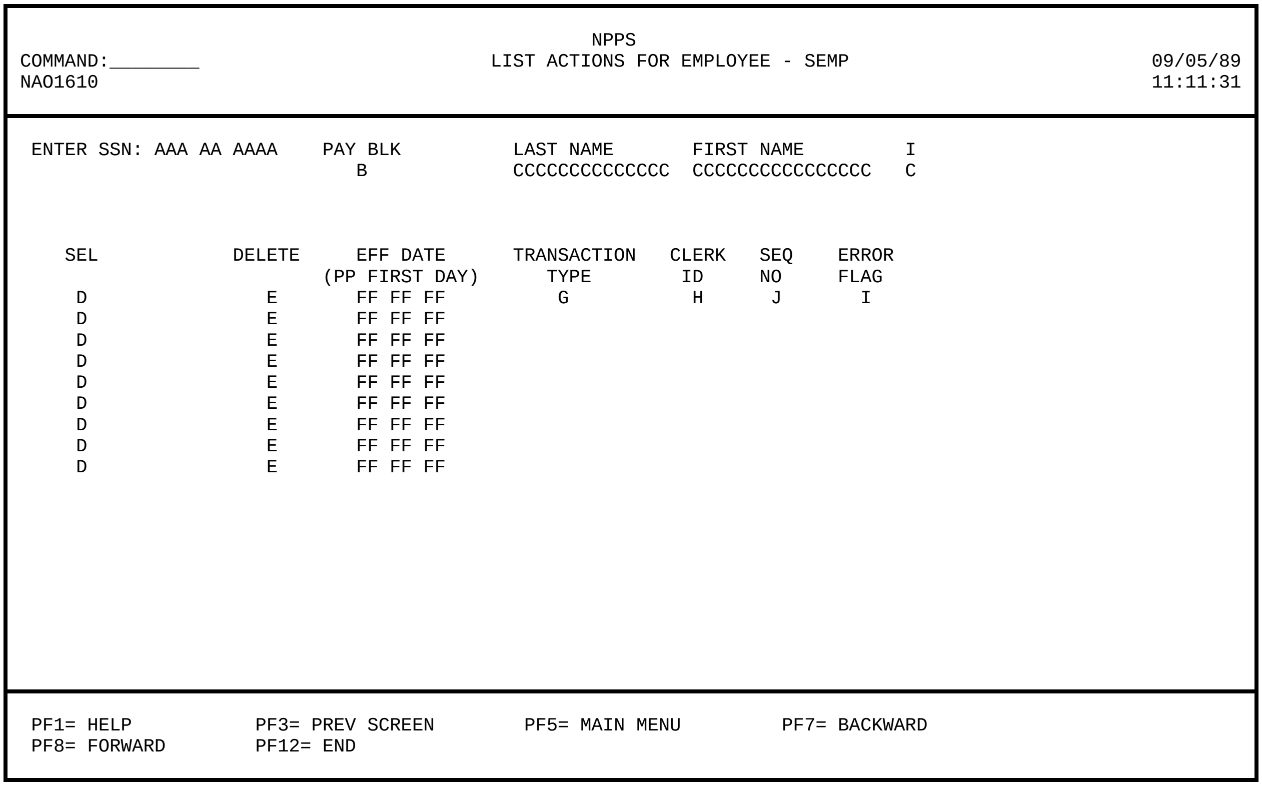
A. SSN
B. Name (Last, First; User input; opt.)
C. Effective Date, User Input
D. Transaction Type, User Input
E. Clerk ID, User Input

REPORT 951 **LIST ACTIONS FOR EMPLOYEE - SEMP** PAYROLL

PURPOSE: To display Payroll Suspense Actions for an employee.

CONTENT: Suspended transactions for the selected employee.

SEQUENCE: N/A



```
                                                   NPPS
COMMAND:________                          LIST ACTIONS FOR EMPLOYEE - SEMP                           09/05/89
NA01610                                                                                              11:11:31

 ENTER SSN: AAA AA AAAA    PAY BLK          LAST NAME       FIRST NAME         I
                              B             CCCCCCCCCCCCCC  CCCCCCCCCCCCCCCC   C



    SEL            DELETE     EFF DATE      TRANSACTION   CLERK   SEQ    ERROR
                           (PP FIRST DAY)      TYPE        ID     NO     FLAG
     D                E       FF FF FF          G          H       J       I
     D                E       FF FF FF
     D                E       FF FF FF
     D                E       FF FF FF
     D                E       FF FF FF
     D                E       FF FF FF
     D                E       FF FF FF
     D                E       FF FF FF
     D                E       FF FF FF


 PF1= HELP           PF3= PREV SCREEN        PF5= MAIN MENU          PF7= BACKWARD
 PF8= FORWARD        PF12= END
```

A. SSN
B. Pay Block: Processing
C. Name (Last, First, MI)
D. Selection field to display detail of a transaction; User input
E. Selection field to delete a transaction; User Input
F. Effective Date
G. Transaction Type
H. Clerk ID
I. Error Flag
J. Sequence Number (assigned when action suspended)

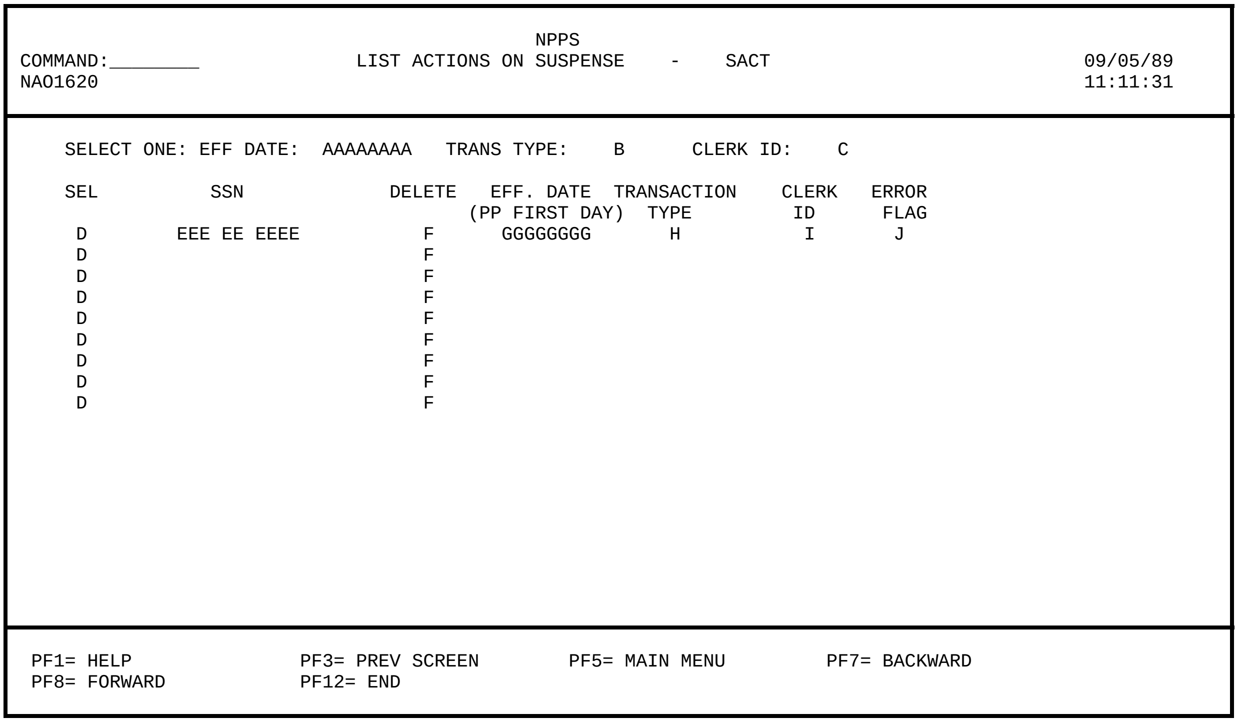
REPORT 952 LIST ACTIONS ON SUSPENSE SACT

PAYROLL

PURPOSE: To display and delete payroll transactions.

CONTENT: A listing of suspended transactions by Effective Date, Transaction Type or Clerk Id.

SEQUENCE: When selected by Effective Date, all transactions that have an Effective Date less than or equal to the user inputted Effective Date are listed in chronological, descending order.

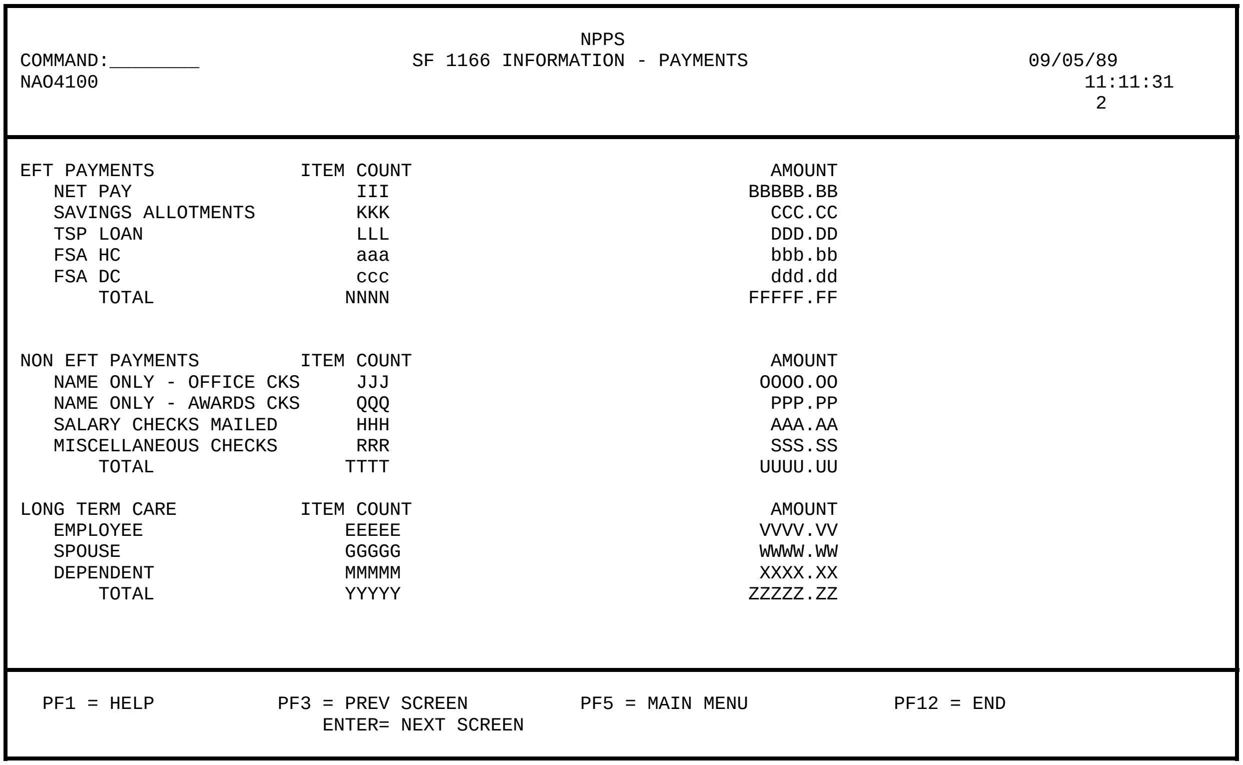


```
                                              NPPS
COMMAND:________              LIST ACTIONS ON SUSPENSE    -    SACT                            09/05/89
NAO1620                                                                                        11:11:31

    SELECT ONE: EFF DATE:  AAAAAAAA   TRANS TYPE:    B      CLERK ID:    C

    SEL          SSN             DELETE   EFF. DATE  TRANSACTION    CLERK   ERROR
                                        (PP FIRST DAY)  TYPE         ID      FLAG
     D        EEE EE EEEE           F      GGGGGGGG       H           I       J
     D                              F
     D                              F
     D                              F
     D                              F
     D                              F
     D                              F
     D                              F
     D                              F

 PF1= HELP               PF3= PREV SCREEN        PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD            PF12= END
```

A. Effective Date (user input; opt.)
B. Transaction Type (user input; opt.)
C. Clerk Id (user input; opt.)
D. Selection field to display detail of a transaction; User Input
E. SSN
F. Selection field to delete a transaction; User Input
G. Effective Date
H. Transaction Type
I. Clerk ID
J. Error Flag

REPORT 953 **SF 1166 INFORMATION - PAYMENTS**

PURPOSE:	To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.
CONTENT:	Net pay summary information for the center for the current pay period.
SEQUENCE:	N/A



```
                                   NPPS
COMMAND:________             SF 1166 INFORMATION - PAYMENTS                 09/05/89
NA04100                                                                           11:11:31
                                                                                     2

EFT PAYMENTS              ITEM COUNT                              AMOUNT
   NET PAY                     III                              BBBBB.BB
   SAVINGS ALLOTMENTS          KKK                                CCC.CC
   TSP LOAN                    LLL                                DDD.DD
   FSA HC                      aaa                                bbb.bb
   FSA DC                      ccc                                ddd.dd
       TOTAL                  NNNN                              FFFFF.FF


NON EFT PAYMENTS          ITEM COUNT                              AMOUNT
   NAME ONLY - OFFICE CKS      JJJ                               OOOO.OO
   NAME ONLY - AWARDS CKS      QQQ                                PPP.PP
   SALARY CHECKS MAILED        HHH                                AAA.AA
   MISCELLANEOUS CHECKS        RRR                                SSS.SS
       TOTAL                  TTTT                               UUUU.UU

LONG TERM CARE            ITEM COUNT                              AMOUNT
   EMPLOYEE                   EEEEE                              VVVV.VV
   SPOUSE                     GGGGG                              WWWW.WW
   DEPENDENT                  MMMMM                              XXXX.XX
       TOTAL                  YYYYY                             ZZZZZ.ZZ


  PF1 = HELP           PF3 = PREV SCREEN           PF5 = MAIN MENU            PF12 = END
                           ENTER= NEXT SCREEN
```

a. Count of Flexible Spending Account Health Care Deductions

b. Total of FSA HC: BW DED

c. Count of Flexible Spending Account Dependent Care Deductions

d. Total of FSA DC: BW DED

A. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via Mailing Address (Net Pay: Disposition Code = 0 and Office Check = blank)

B. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via DD/EFT (Net Pay: Disposition Code = 2)

C. Total of Voluntary Allot: B/W

D. Total of (TSP: Loan Ded 1 B/W + TSP: Loan Ded 2 B/W + TSP: Loan 1 Adjustment + TSP: Loan 2 Adjustment)

E. Count of LTC BW Empl Deductions

F. B + C + D + b + d

G. Count of LTC BW Spouse Deductions

H. Count of A

I. Count of B

J. Count of O

K. Count of (Voluntary Allot: B/W > 0 and Voluntary Allot: Ded Code = Blank and Voluntary Allot: Req'st Amt > 0)

L. Count of (TSP: Loan Ded 1 B/W > 0) + Count of (TSP: Loan Ded 2 B/W > 0)

M. Count of LTC BW Dependent Deductions

N. I + K + L + a + c

O. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via Office Address (Net Pay: Disposition Code = 0 and Office Check = 'Y')

P. Total of Award: Net Earnings (if Award: Local Check = 'Y') + Award Net Amount for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

Q. Count of P

R. Count of [Child Support: B/W not equal 0 +
Bankruptcy: B/W not equal 0 +
Indebtedness Due U.S.: B/W not equal 0 +
Empl Grnsh Crnt Ded Amt not equal 0 +
1 (if NEBA: Total B/W not equal 0) +
Number of Union Code (if Union Dues: B/W not equal 0) +
Number of CFC Agency Code (if CFC: B/W not equal 0)]

S. Total of [Child Support: B/W (1:3) + Bankruptcy: B/W + Indebtedness Due U.S.: B/W (1:5) + Empl Grnsh Crnt Ded Amt (1-9) + NEBA: Total B/W + Union Dues: B/W + CFC: B/W]

T. J + Q + H + R

U. O + P + A + S

V. LTC BW Empl Deduction

W. LTC BW Spouse Deduction

X. LTC BW Dependent Deduction

Y. Total number of employees sending LTC Payments

Z. V + W + X

SELECTION CRITERIA:

Includes all employees with the following criteria:

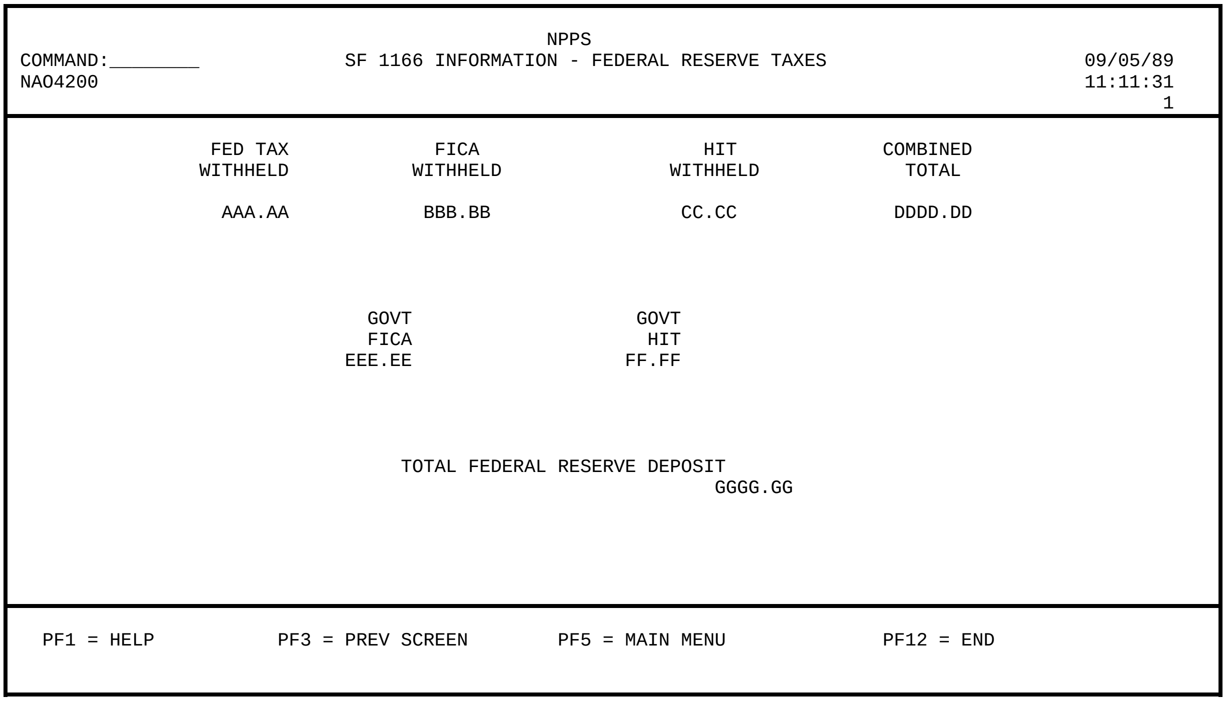
- Installation Code equals to user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0 or Award: Amount > 0 (if Award: Local Check = 'B') and
- All Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

REPORT 954 SF 1166 INFORMATION - FEDERAL RESERVE TAXES PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: Federal tax withholding information for the center for the current pay period.

SEQUENCE: N/A



```
                                        NPPS
COMMAND:________            SF 1166 INFORMATION - FEDERAL RESERVE TAXES           09/05/89
NA04200                                                                           11:11:31
                                                                                         1

                FED TAX          FICA                 HIT          COMBINED
                WITHHELD         WITHHELD             WITHHELD       TOTAL

                  AAA.AA           BBB.BB               CC.CC       DDDD.DD



                           GOVT                GOVT
                           FICA                 HIT
                         EEE.EE               FF.FF



                             TOTAL FEDERAL RESERVE DEPOSIT
                                                   GGGG.GG




  PF1 = HELP          PF3 = PREV SCREEN       PF5 = MAIN MENU          PF12 = END
```

A. Total of [Federal Tax: B/W + Federal Tax: Adjustment + Federal Tax: Award B/W (if Award: Designated Agent Check not = Blank)] + Award Federal Tax Deduction Amount
B. Total of FICA: B/W + FICA: Adjustment + FICA: Award B/W (if Award: Designated Agent Check not = Blank)] + Award OASDI Deduction Amount
C. Total of [HIT: B/W + HIT: Adjustment + HIT: Award B/W (if Award: Designated Agent Check not = Blank)] + Award HIT Deduction Amount
D. A + B + C
E. Total of [FICA: Govt Contr B/W + FICA: Govt Contr Cur Adj + FICA: Govt Contr Cur Award (if Award: Designated Agent Check not = Blank)] + Award OASDI Government Contribution Amount (for all Non Personnel Action Cash Awards selected)
F. Total of [HIT: Govt Contr B/W + HIT: Govt Contr Cur Adj +HIT: Govt Contr Cur Award (if Award: Designated Agent Check not = Blank)] + Award HIT Government Contribution Amount (for all Non Personnel Action Cash Awards selected)
G. A + B + C + E + F

SELECTION CRITERIA

Includes all employees with the following criteria:

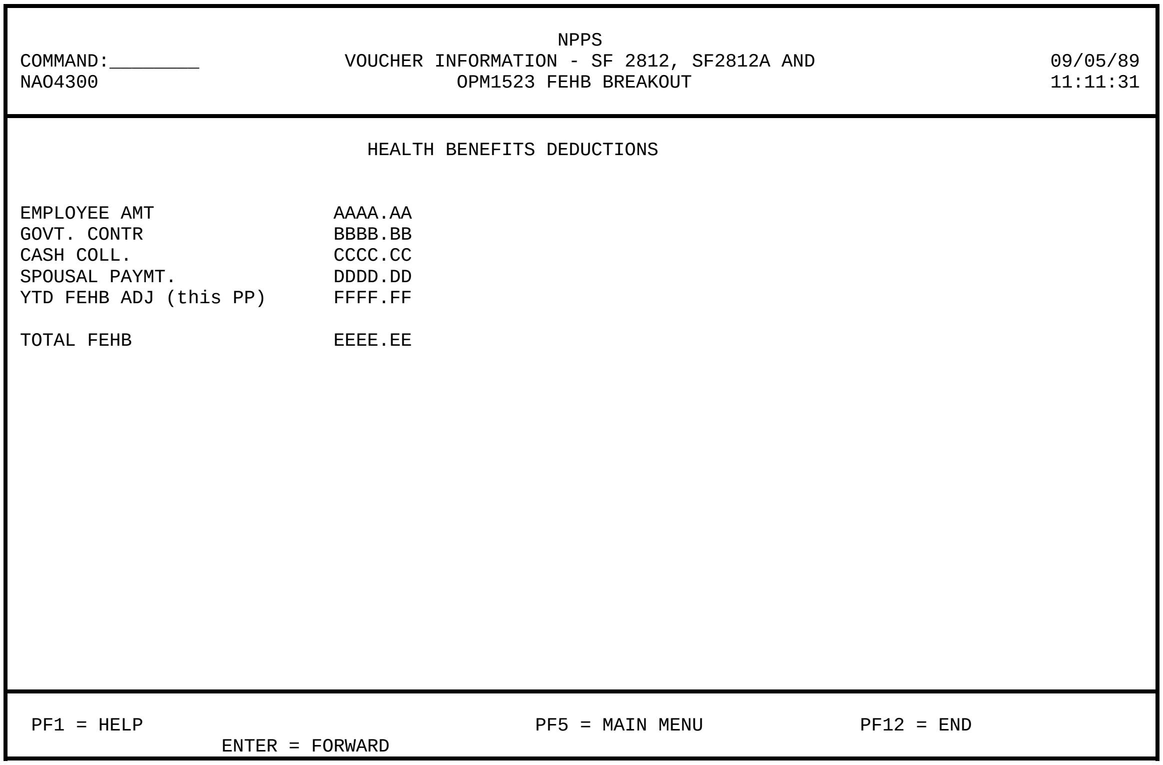
- Installation Code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0 and
- All Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

REPORT 955 **VOUCHER INFORMATION - SF 2812, SF 2812A, AND OPM1523 FEHB BREAKOUT** PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 2812 and OPM1523.

CONTENT: FEHB deductions, contributions and collections/refunds for the center for the current pay period.

SEQUENCE: N/A



```
                                           NPPS
COMMAND:________             VOUCHER INFORMATION - SF 2812, SF2812A AND              09/05/89
NA04300                                OPM1523 FEHB BREAKOUT                          11:11:31

                                HEALTH BENEFITS DEDUCTIONS


EMPLOYEE AMT                AAAA.AA
GOVT. CONTR                 BBBB.BB
CASH COLL.                  CCCC.CC
SPOUSAL PAYMT.              DDDD.DD
YTD FEHB ADJ (this PP)      FFFF.FF

TOTAL FEHB                  EEEE.EE









 PF1 = HELP                                   PF5 = MAIN MENU             PF12 = END
                  ENTER = FORWARD
```

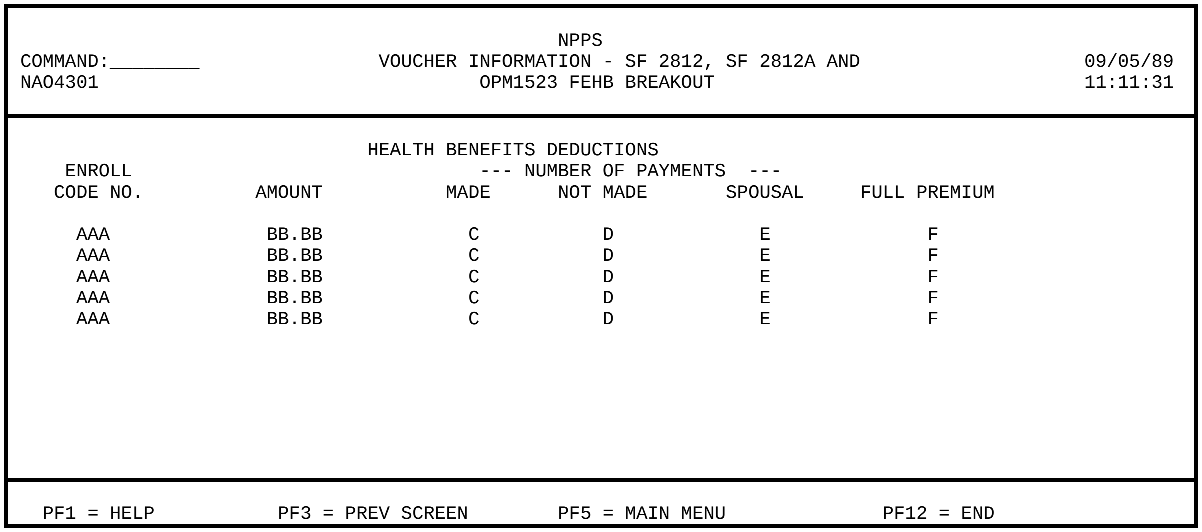
A. FEHB: B/W + FEHB: Prior Adj + FEHB: Cur Adj
B. FEHB: Govt Contr B/W +
FEHB: Govt Contr Cash Collection Adj +
FEHB: Govt Contr Cur Adj +
FEHB: Govt Contr Prior Adj
C. FEHB: Cash Collection
D. FEHB: Spousal Payment
E. A + B + C + D + F
F. FEHB: Deduction YTD Cntl Diff +
FEHB: Govt Contr YTD Cntl Diff

REPORT 955 **VOUCHER INFORMATION - SF 2812, SF 2812A, AND OPM1523 FEHB BREAKOUT**

PURPOSE: To provide current pay period information that will support preparation of SF 2812 and OPM1523.

CONTENT: The total amount that has been deducted for each health plan for the center for the current pay period.

SEQUENCE: N/A



```
                                        NPPS
COMMAND:________                VOUCHER INFORMATION - SF 2812, SF 2812A AND                  09/05/89
NAO4301                                   OPM1523 FEHB BREAKOUT                               11:11:31

                                 HEALTH BENEFITS DEDUCTIONS
    ENROLL                                --- NUMBER OF PAYMENTS  ---
   CODE NO.              AMOUNT          MADE       NOT MADE        SPOUSAL      FULL PREMIUM

     AAA                  BB.BB            C            D              E              F
     AAA                  BB.BB            C            D              E              F
     AAA                  BB.BB            C            D              E              F
     AAA                  BB.BB            C            D              E              F
     AAA                  BB.BB            C            D              E              F






   PF1 = HELP              PF3 = PREV SCREEN         PF5 = MAIN MENU              PF12 = END
```

A. '-' or
FEHB: Plan Code or FEHB: Prior Plan Code or FEHB: Cash Collection Plan Code or FEHB: Spousal Carrier Code

B. Total of (FEHB: Emp YTD Adj Diff + FEHB: Gov YTD Adj Diff) if [FEHB: Plan Code = ' ', 'ZZX', 'ZZY', 'ZZZ' and (FEHB: Emp YTD Adj Diff not equal 0 or FEHB: Gov YTD Adj Diff not equal 0)]
or
Total of (FEHB: B/W + FEHB: Cash Collection + FEHB: Spousal Payment Amt + FEHB: Prior Adj + FEHB: Current Adj + FEHB: Govt Contr B/W + FEHB: Cash Collection Adj+ FEHB: Current Govt Adj Erngs + FEHB: Govt Contr Prior Adj+ FEHB: Emp YTD Adj Diff + FEHB: Gov YTD Adj Diff) in category if FEHB: Plan Code, FEHB: Prior Plan Code, FEHB: Cash Collection Plan Code not equal ' ', 'ZZX', 'ZZY, 'ZZZ'

C. Count of (FEHB: B/W > 0)

D. Count of (FEHB: B/W = 0)

E. Count of Spousal records

F. Count of (FEHB: B/W > 0 and FEHB: Contribution Flag = 'Y')

SELECTION CRITERIA:
Includes all employees except those with any of the following criteria:

- Installation Code not equal to user designated center code
- Duty Status equals 'Z' and Reactivation Indicator equals '3'

For Spousal Health:
Includes all employees with the following criteria:

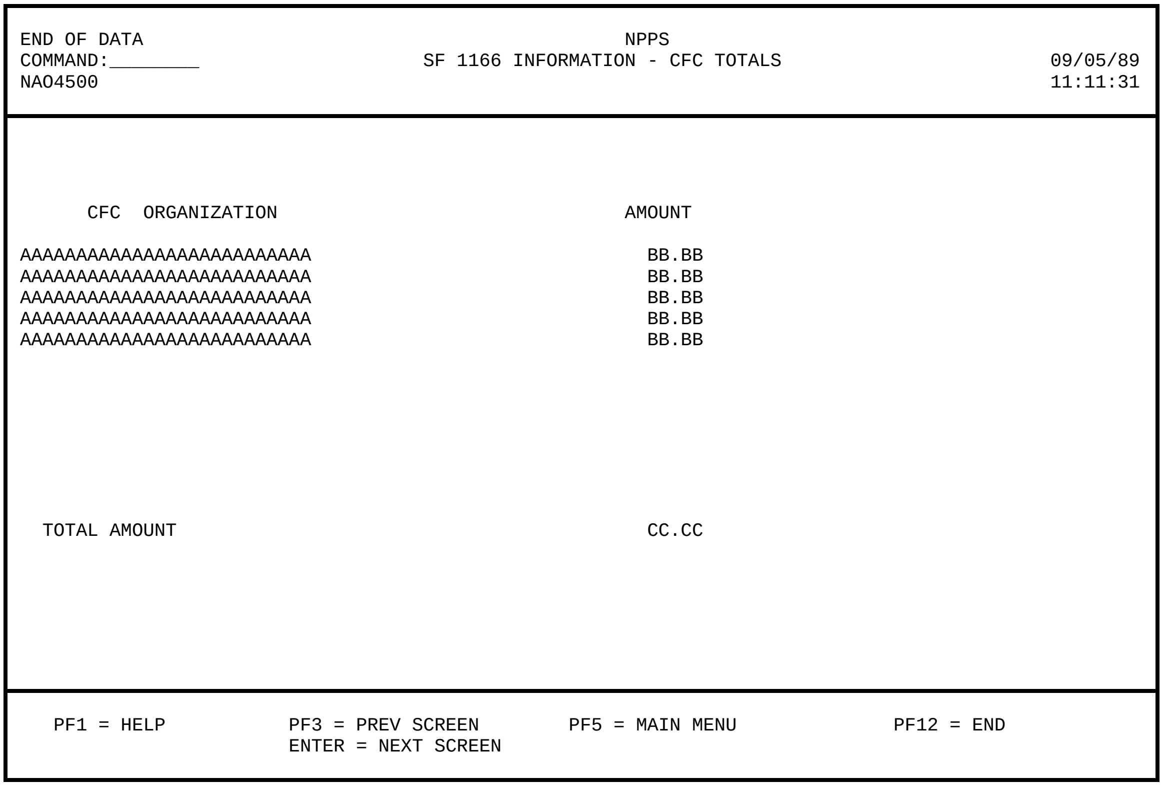
- Spousal center equals user designated center code
- Spousal period equals Pay Cntl: Pay Period
- Spousal Data Date between Pay Cntl: Current PP Begin Date + 3 and Pay Cntl: Current PP Ending Date + 3

REPORT 956 SF 1166 INFORMATION - CFC TOTALS

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: The total amount deducted for each CFC organization for the center and grand total for the current pay period.

SEQUENCE: N/A



```
END OF DATA                                              NPPS
COMMAND:________                          SF 1166 INFORMATION - CFC TOTALS                  09/05/89
NA04500                                                                                     11:11:31



     CFC  ORGANIZATION                               AMOUNT

AAAAAAAAAAAAAAAAAAAAAAAAAA                             BB.BB
AAAAAAAAAAAAAAAAAAAAAAAAAA                             BB.BB
AAAAAAAAAAAAAAAAAAAAAAAAAA                             BB.BB
AAAAAAAAAAAAAAAAAAAAAAAAAA                             BB.BB
AAAAAAAAAAAAAAAAAAAAAAAAAA                             BB.BB





  TOTAL AMOUNT                                         CC.CC




   PF1 = HELP           PF3 = PREV SCREEN        PF5 = MAIN MENU             PF12 = END
                        ENTER = NEXT SCREEN
```

A. CFC Name
B. Total of (CFC: B/W + CFC: Adjustment) in that CFC
C. Grand total of CFC amounts contributed to CFC organization

SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0
- CFC: Agency Code not equal blank and not equal 0

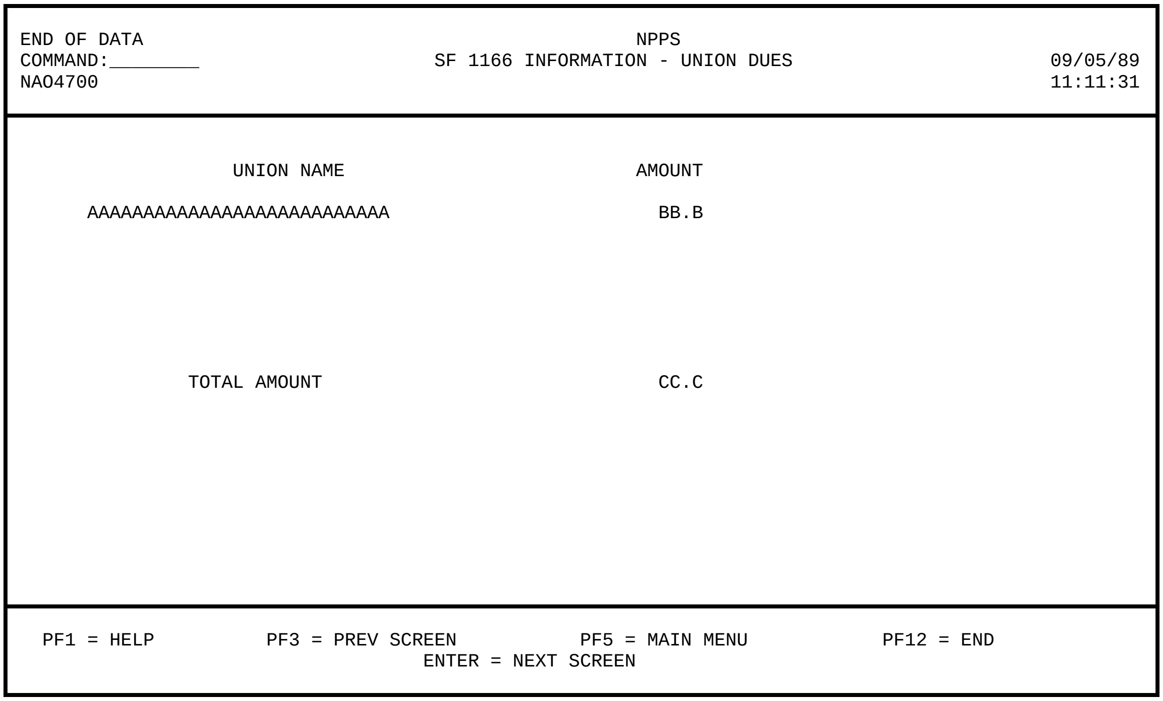
REPORT 957 SF 1166 INFORMATION - UNION DUES

PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: Displays the total amount deducted for Union Dues and the grand total for the current pay period.

SEQUENCE: N/A



```
END OF DATA                                                NPPS
COMMAND:________                         SF 1166 INFORMATION - UNION DUES                     09/05/89
NAO4700                                                                                       11:11:31

                    UNION NAME                                 AMOUNT

      AAAAAAAAAAAAAAAAAAAAAAAAAAA                                BB.B



                TOTAL AMOUNT                                     CC.C



   PF1 = HELP          PF3 = PREV SCREEN          PF5 = MAIN MENU            PF12 = END
                                     ENTER = NEXT SCREEN
```

A. Union Name
B. Total of (Union Dues: B/W + Union Dues: Adjustment) in that Union
C. Grand total of Union Dues

SELECTION CRITERIA

Includes all employees with the following criteria:

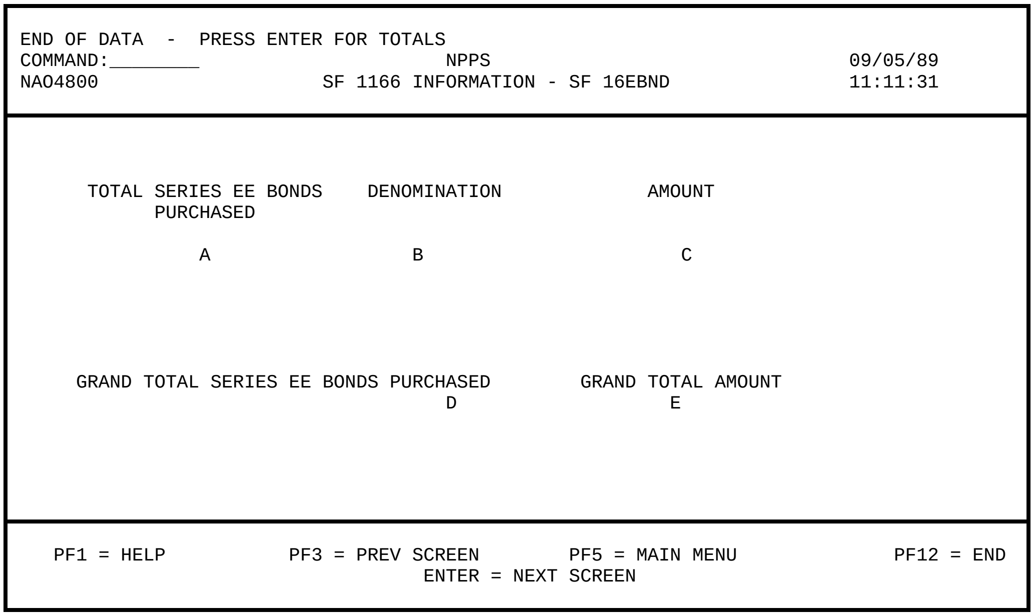
- Installation Code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0
- Union Code not equal 0

REPORT 958 **SF 1166 INFORMATION - SF 16EBND** PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: Number of Series EE bonds that have been purchased by denomination and total purchase price.

SEQUENCE: N/A



```
END OF DATA  -  PRESS ENTER FOR TOTALS
COMMAND:________                      NPPS                                09/05/89
NA04800                    SF 1166 INFORMATION - SF 16EBND                11:11:31


      TOTAL SERIES EE BONDS    DENOMINATION             AMOUNT
            PURCHASED

                A                  B                       C



     GRAND TOTAL SERIES EE BONDS PURCHASED        GRAND TOTAL AMOUNT
                                      D                   E



   PF1 = HELP           PF3 = PREV SCREEN        PF5 = MAIN MENU              PF12 = END
                                    ENTER = NEXT SCREEN
```

A. Count of BOND purchased in that Bond: Denomination for Series EE
(if Bond: Status not = 'D' and Bond: Purchase Indicator = '1' and Bond: Denomination not = 0)

B. Series EE Bond: Denomination

C. A * Bond Price

SELECTION CRITERIA

Includes all employees with the following criteria:

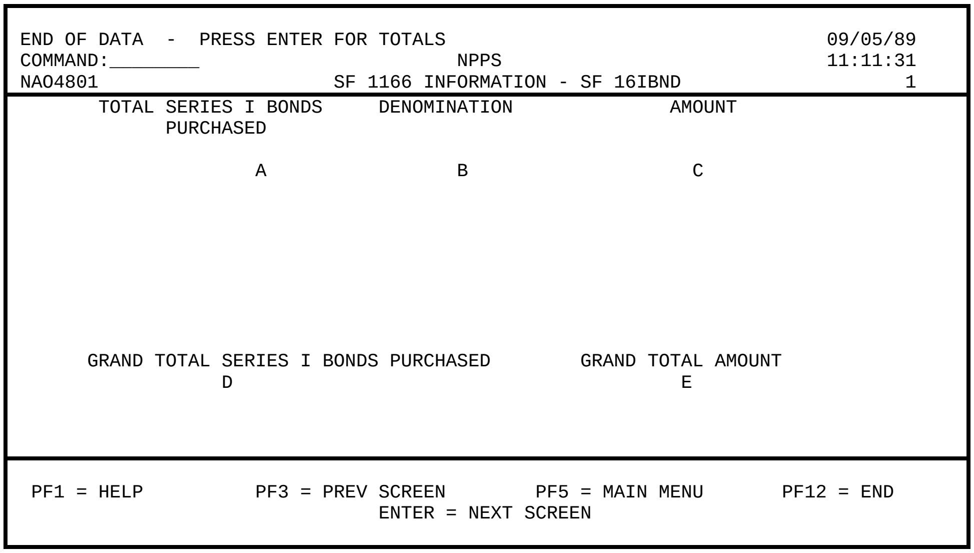
- Installation Code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0

REPORT 958 SF 1166 INFORMATION - SF 16IBND

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: Number of Series I bonds that have been purchased by denomination and total purchase price.

SEQUENCE: N/A



```
END OF DATA  -  PRESS ENTER FOR TOTALS                                  09/05/89
COMMAND:________                           NPPS                         11:11:31
NA04801                      SF 1166 INFORMATION - SF 16IBND                   1
       TOTAL SERIES I BONDS      DENOMINATION              AMOUNT
             PURCHASED

                     A                  B                     C








      GRAND TOTAL SERIES I BONDS PURCHASED          GRAND TOTAL AMOUNT
                  D                                          E



  PF1 = HELP          PF3 = PREV SCREEN         PF5 = MAIN MENU       PF12 = END
                                ENTER = NEXT SCREEN
```

A. Count of BOND purchased in that Bond: Denomination for Series I (if Bond: Status not = 'D' and Bond: Purchase Indicator = '1' and Bond: Denomination not = 0)
B. Series I Bond: Denomination
C. A * Bond Price

SELECTION CRITERIA
Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (Page 1 of 17)

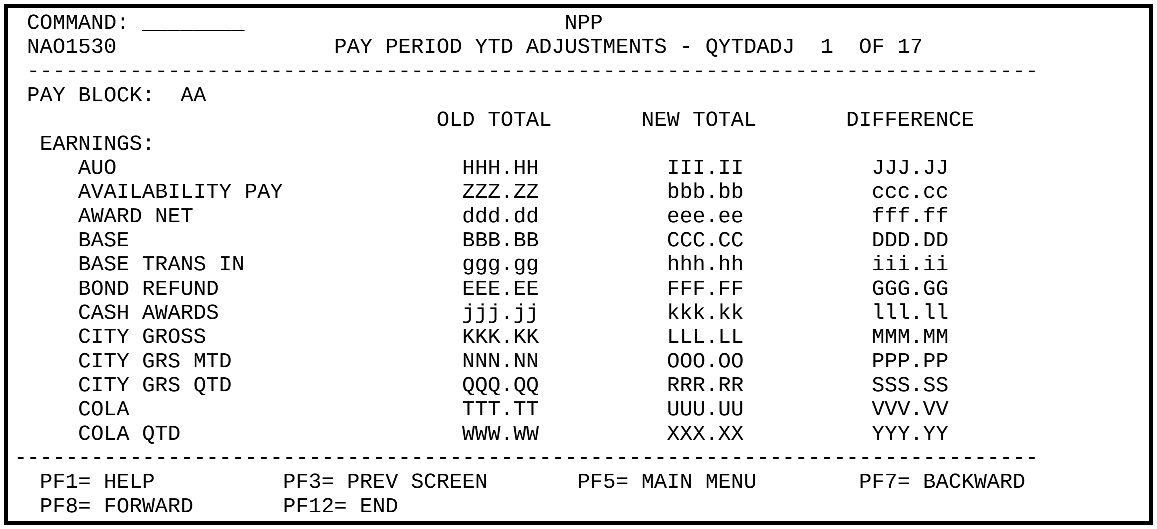
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.

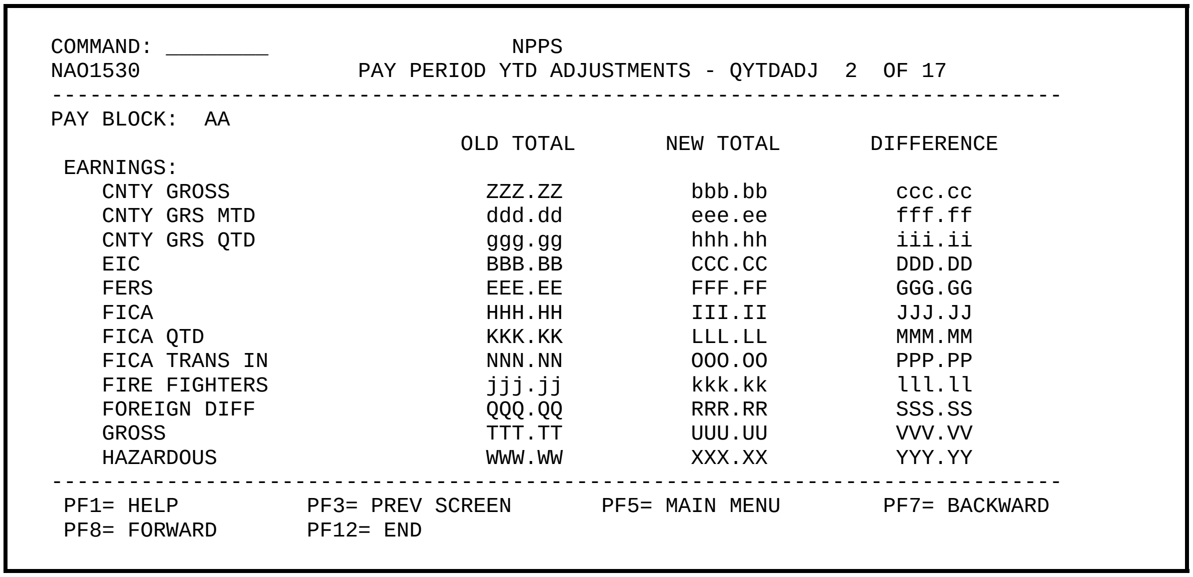


```
 COMMAND: ________                         NPP
 NA01530                PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  1  OF 17
 -------------------------------------------------------------------------------
 PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
  EARNINGS:
     AUO                          HHH.HH          III.II          JJJ.JJ
     AVAILABILITY PAY             ZZZ.ZZ          bbb.bb          ccc.cc
     AWARD NET                    ddd.dd          eee.ee          fff.ff
     BASE                         BBB.BB          CCC.CC          DDD.DD
     BASE TRANS IN                ggg.gg          hhh.hh          iii.ii
     BOND REFUND                  EEE.EE          FFF.FF          GGG.GG
     CASH AWARDS                  jjj.jj          kkk.kk          lll.ll
     CITY GROSS                   KKK.KK          LLL.LL          MMM.MM
     CITY GRS MTD                 NNN.NN          OOO.OO          PPP.PP
     CITY GRS QTD                 QQQ.QQ          RRR.RR          SSS.SS
     COLA                         TTT.TT          UUU.UU          VVV.VV
     COLA QTD                     WWW.WW          XXX.XX          YYY.YY
--------------------------------------------------------------------------------
  PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
  PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. YTD-BASE-EARN-OLD
C. YTD-BASE-EARN-ADJ
D. YTD-BASE-EARN-CHG
E. YTD-BOND-REFUND-OLD
F. YTD-BOND-REFUND-ADJ
G. YTD-BOND-REFUND-CHG
H. Total Admn Unctrd OT Cntr Old
I. Total Admn Unctrd OT Cntr New
J. Total Admn Unctrd OT Cntr Dif
K. YTD-CITY-TAX-OLD-EARN
L. YTD-CITY-TAX-ADJ-EARN
M. YTD-CITY-TAX-CHG-EARN
N. MTD-CITY-TAX-OLD-EARN
O. MTD-CITY-TAX-ADJ-EARN
P. MTD-CITY-TAX-CHG-EARN
Q. QTD-CITY-TAX-OLD-EARN
R. QTD-CITY-TAX-ADJ-EARN
S. QTD-CITY-TAX-CHG-EARN
T. YTD-COLA-OLD
U. YTD-COLA-ADJ
V. YTD-COLA-CHG
W. YTD-QTD-COLA-OLD
X. YTD-QTD-COLA-ADJ
Y. YTD-QTD-COLA-CHG
Z. Availability Pay: Total Cntr Old
b. Availability Pay: Total Cntr New
c. Availability Pay: Total Cntr Diff
d. Empl YTD Net Award Amt Cntr Old
e. Empl YTD Net Award Amt Cntr New
f. Empl YTD Net Award Amt Cntr Diff
g. Base Earnings: Trans In Cntl Old
h. Base Earnings: Trans In Cntl New
i. Base Earnings: Trans In Cntl Diff
j. Award: Amount Cntl Old
k. Award: Amount Cntl New
l. Award: Amount Cntl Diff

REPORT 959 PAY PERIOD YTD ADJUSTMENTS – QYTDADJ(Page 2 of 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



```
COMMAND: ________                   NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  2  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 EARNINGS:
    CNTY GROSS                    ZZZ.ZZ          bbb.bb          ccc.cc
    CNTY GRS MTD                  ddd.dd          eee.ee          fff.ff
    CNTY GRS QTD                  ggg.gg          hhh.hh          iii.ii
    EIC                           BBB.BB          CCC.CC          DDD.DD
    FERS                          EEE.EE          FFF.FF          GGG.GG
    FICA                          HHH.HH          III.II          JJJ.JJ
    FICA QTD                      KKK.KK          LLL.LL          MMM.MM
    FICA TRANS IN                 NNN.NN          OOO.OO          PPP.PP
    FIRE FIGHTERS                 jjj.jj          kkk.kk          lll.ll
    FOREIGN DIFF                  QQQ.QQ          RRR.RR          SSS.SS
    GROSS                         TTT.TT          UUU.UU          VVV.VV
    HAZARDOUS                     WWW.WW          XXX.XX          YYY.YY
-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. YTD-EIC-OLD-EARN
C. YTD-EIC-ADJ-EARN
D. YTD-EIC-CHG-EARN
E. YTD-FERS-EARN-OLD
F. YTD-FERS-EARN-ADJ
G. YTD-FERS-EARN-CHG
H. YTD-EARN-FICA-OLD
I. YTD-EARN-FICA-ADJ
J. YTD-EARN-FICA-CHG
K. YTD-QTD-EARN-FICA-OLD
L. YTD-QTD-EARN-FICA-ADJ
M. YTD-QTD-EARN-FICA-CHG
N. YTD-FICA-TRANSFER-OLD
O. YTD-FICA-TRANSFER-ADJ
P. YTD-FICA-TRANSFER-CHG
Q. YTD-FOREIGN-DIFF-OLD-EARN
R. YTD-FOREIGN-DIFF-ADJ-EARN
S. YTD-FOREIGN-DIFF-CHG-EARN
T. YTD-GROSS-OLD
U. YTD-GROSS-ADJ
V. YTD-GROSS-CHG
W. YTD-HAZ-AMT-OLD-EARN
X. YTD-HAZ-AMT-ADJ-EARN
Y. YTD-HAZ-AMT-CHG-EARN
Z. YTD-CNTY-TAX-OLD-EARN
b. YTD-CNTY-TAX-ADJ-EARN
c. YTD-CNTY-TAX-CHG-EARN
d. MTD-CNTY-TAX-OLD-EARN
e. MTD-CNTY-TAX-ADJ-EARN
f. MTD-CNTY-TAX-CHG-EARN
g. QTD-CNTY-TAX-OLD-EARN
h. QTD-CNTY-TAX-ADJ-EARN
i. QTD-CNTY-TAX-CHG-EARN
j. FIRE FIGHTER: PREM-EARN-B/W-OLD
k. FIRE FIGHTER: PREM-EARN-B/W-NEW
l. FIRE FIGHTER: PREM-EARN-B/W-DIFF

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 3 OF 17) PAYROLL

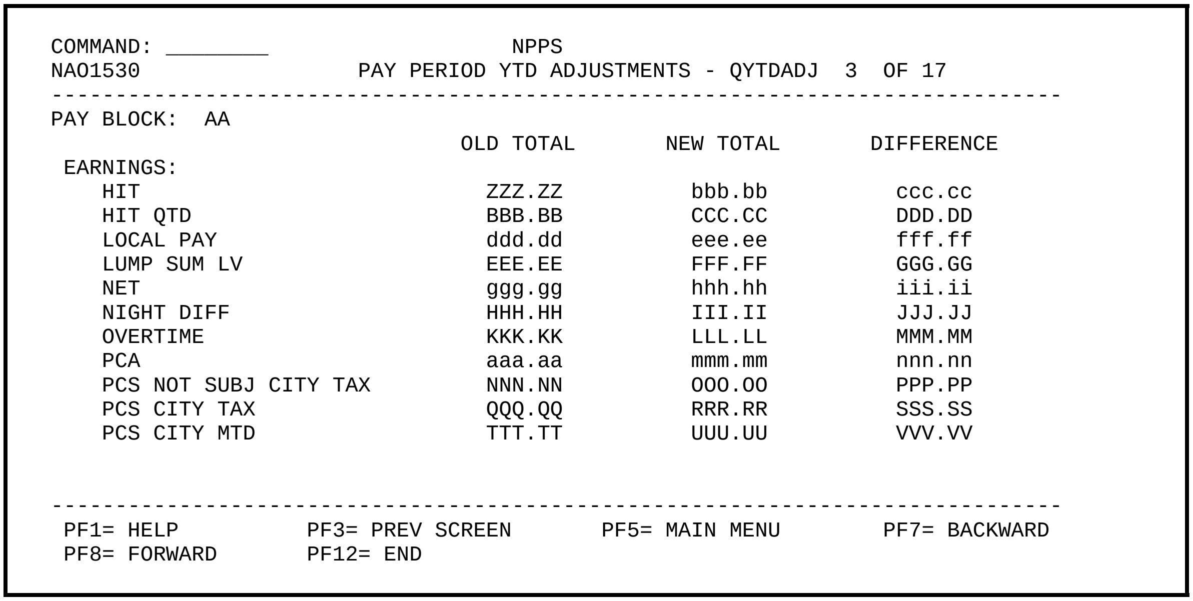
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.



```
COMMAND: ________                    NPPS
NA01530                PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  3  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 EARNINGS:
    HIT                           ZZZ.ZZ          bbb.bb          ccc.cc
    HIT QTD                       BBB.BB          CCC.CC          DDD.DD
    LOCAL PAY                     ddd.dd          eee.ee          fff.ff
    LUMP SUM LV                   EEE.EE          FFF.FF          GGG.GG
    NET                           ggg.gg          hhh.hh          iii.ii
    NIGHT DIFF                    HHH.HH          III.II          JJJ.JJ
    OVERTIME                      KKK.KK          LLL.LL          MMM.MM
    PCA                           aaa.aa          mmm.mm          nnn.nn
    PCS NOT SUBJ CITY TAX         NNN.NN          OOO.OO          PPP.PP
    PCS CITY TAX                  QQQ.QQ          RRR.RR          SSS.SS
    PCS CITY MTD                  TTT.TT          UUU.UU          VVV.VV


-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. QTD-EARN-HIT-OLD
C. QTD-EARN-HIT-ADJ
D. QTD-EARN-HIT-CHG
E. YTD-LUMPSUM-LV-OLD-EARN
F. YTD-LUMPSUM-LV-ADJ-EARN
G. YTD-LUMPSUM-LV-CHG-EARN
H. YTD-NITE-DIF-AMT-OLD
I. YTD-NITE-DIF-AMT-ADJ
J. YTD-NITE-DIF-AMT-CHG
K. YTD-OT-AMT-OLD
L. YTD-OT-AMT-ADJ
M. YTD-OT-AMT-CHG
N. YTD-PCS-NS-CITY-OLD
O. YTD-PCS-NS-CITY-ADJ
P. YTD-PCS-NS-CITY-CHG
Q. YTD-PCS-SUB-CITY-OLD
R. YTD-PCS-SUB-CITY-ADJ
S. YTD-PCS-SUB-CITY-CHG
T. MTD-PCS-CITY-EARN-OLD
U. MTD-PCS-CITY-EARN-ADJ
V. MTD-PCS-CITY-EARN-CHG
W. YTD-EARN-HIT-OLD
a. PCA AMOUNT: TOTAL CENTER OLD
b. YTD-EARN-HIT-ADJ
c. YTD-EARN-HIT-CHG
d. Total Local Pay Ded Adj Old
e. Total Local Pay Ded Adj New
f. Total Local Pay Ded Adj Diff
g. Net Earn: YTD Cntl Old
h. Net Earn: YTD Cntl New
i. Net Earn: YTD Cntl Diff
m. PCA AMOUNT: TOTAL CENTER NEW
n. PCA AMOUNT: TOTAL CENTER DIFF

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 4 OF 17)

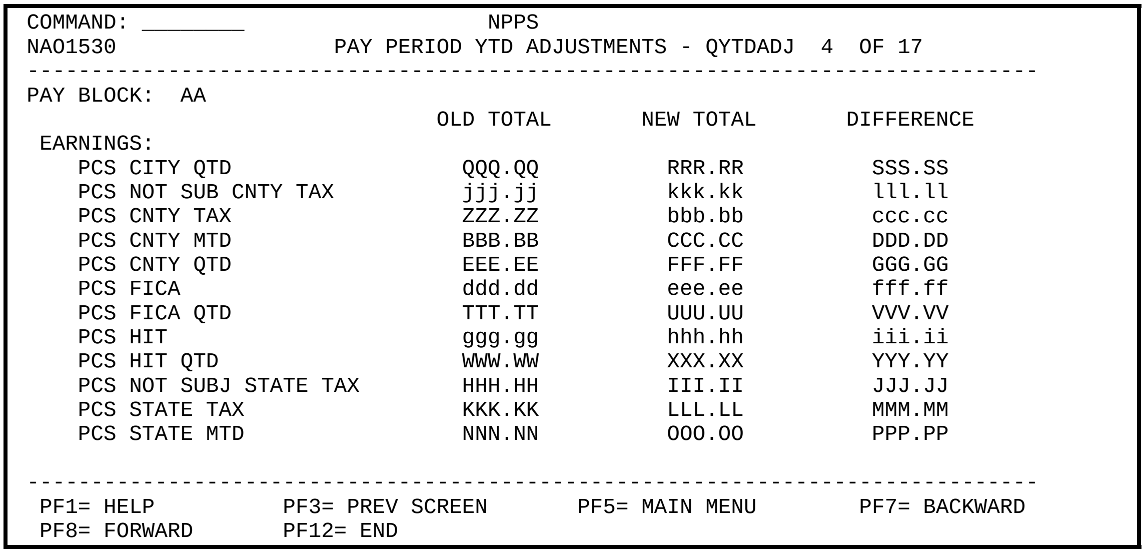
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.

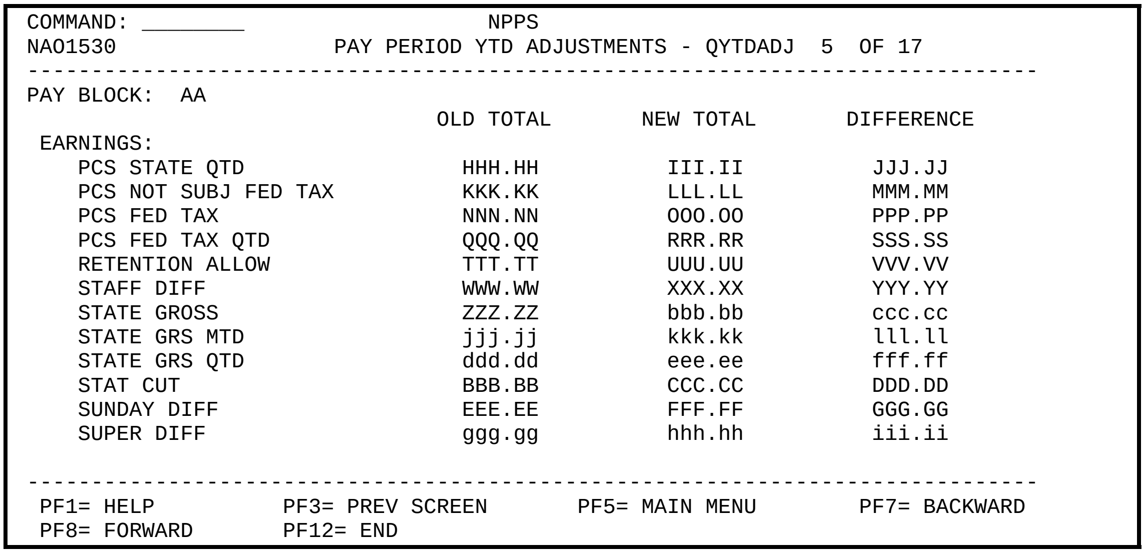


```
COMMAND: ________                    NPPS
NA01530              PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  4  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 EARNINGS:
    PCS CITY QTD                  QQQ.QQ          RRR.RR          SSS.SS
    PCS NOT SUB CNTY TAX          jjj.jj          kkk.kk          lll.ll
    PCS CNTY TAX                  ZZZ.ZZ          bbb.bb          ccc.cc
    PCS CNTY MTD                  BBB.BB          CCC.CC          DDD.DD
    PCS CNTY QTD                  EEE.EE          FFF.FF          GGG.GG
    PCS FICA                      ddd.dd          eee.ee          fff.ff
    PCS FICA QTD                  TTT.TT          UUU.UU          VVV.VV
    PCS HIT                       ggg.gg          hhh.hh          iii.ii
    PCS HIT QTD                   WWW.WW          XXX.XX          YYY.YY
    PCS NOT SUBJ STATE TAX        HHH.HH          III.II          JJJ.JJ
    PCS STATE TAX                 KKK.KK          LLL.LL          MMM.MM
    PCS STATE MTD                 NNN.NN          OOO.OO          PPP.PP

-------------------------------------------------------------------------------
 PF1= HELP            PF3= PREV SCREEN        PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD         PF12= END
```

A. Pay Block Number
B. MTD-PCS-CNTY-EARN-OLD
C. MTD-PCS-CNTY-EARN-ADJ
D. MTD-PCS-CNTY-EARN-CHG
E. QTD-PCS-CNTY-EARN-OLD
F. QTD-PCS-CNTY-EARN-ADJ
G. QTD-PCS-CNTY-EARN-CHG
H. YTD-PCS-NS-STATE-OLD
I. YTD-PCS-NS-STATE-ADJ
J. YTD-PCS-NS-STATE-CHG
K. YTD-PCS-SUB-STATE-OLD
L. YTD-PCS-SUB-STATE-ADJ
M. YTD-PCS-SUB-STATE-CHG
N. MTD-PCS-STATE-EARN-OLD
O. MTD-PCS-STATE-EARN-ADJ
P. MTD-PCS-STATE-EARN-CHG
Q. QTD-PCS-CITY-EARN-OLD
R. QTD-PCS-CITY-EARN-ADJ
S. TD-PCS-CITY-EARN-CHG
T. PCS: FICA ERNGS QTD CNTL OLD
U. PCS: FICA ERNGS QTD CNTL NEW
V. PCS: FICA ERNGS QTD CNTL DIFF
W. PCS: HIT ERNGS QTD CNTL OLD
X. PCS: HIT ERNGS QTD CNTL NEW
Y. PCS: HIT ERNGS QTD CNTL DIFF
Z. YTD-PCS-SUB-CNTY-OLD
b. YTD-PCS-SUB-CNTY-ADJ
c. YTD-PCS-SUB-CNTY-CHG
d. PCS Cntrl Earn FICA YTD Old Amt
e. PCS Cntrl Earn FICA YTD New Amt
f. PCS Cntrl Earn FICA YTD Diff Amt
g. PCS Cntrl Earn HIT YTD Old Amt
h. PCS Cntrl Earn HIT YTD New Amt
i. PCS Cntrl Earn HIT YTD Diff Amt
j. YTD-PCS-NS-CNTY-OLD
k. YTD-PCS-NS-CNTY-ADJ
l. YTD-PCS-NS-CNTY-CHG

REPORT 959 PAY PERIOD YTD ADJUSTMENTS – QYTDADJ (PAGE 5 OF 17) PAYROLL

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



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COMMAND: ________                    NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  5  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 EARNINGS:
    PCS STATE QTD                 HHH.HH          III.II          JJJ.JJ
    PCS NOT SUBJ FED TAX          KKK.KK          LLL.LL          MMM.MM
    PCS FED TAX                   NNN.NN          OOO.OO          PPP.PP
    PCS FED TAX QTD               QQQ.QQ          RRR.RR          SSS.SS
    RETENTION ALLOW               TTT.TT          UUU.UU          VVV.VV
    STAFF DIFF                    WWW.WW          XXX.XX          YYY.YY
    STATE GROSS                   ZZZ.ZZ          bbb.bb          ccc.cc
    STATE GRS MTD                 jjj.jj          kkk.kk          lll.ll
    STATE GRS QTD                 ddd.dd          eee.ee          fff.ff
    STAT CUT                      BBB.BB          CCC.CC          DDD.DD
    SUNDAY DIFF                   EEE.EE          FFF.FF          GGG.GG
    SUPER DIFF                    ggg.gg          hhh.hh          iii.ii

-------------------------------------------------------------------------------
 PF1= HELP           PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD        PF12= END
```

A. Pay Block Number
B. YTD-STATUTORY-CT-OLD
C. YTD-STATUTORY-CT-ADJ
D. YTD-STATUTORY-CT-CHG
E. YTD-SUNDAY-DIFF-AMT-OLD
F. YTD-SUNDAY-DIFF-AMT-ADJ
G. YTD-SUNDAY-DIFF-AMT-CHG
H. QTD-PCS-STATE-EARN-OLD
J. QTD-PCS-STATE-EARN-ADJ
K. QTD-PCS-STATE-EARN-CHG
K. YTD-PCS-NS-FED-OLD
L. YTD-PCS-NS-FED-ADJ
M. YTD-PCS-NS-FED-CHG
N. YTD-PCS-SUB-FED-OLD
O. YTD-PCS-SUB-FED-ADJ
P. YTD-PCS-SUB-FED-CHG
Q. PCS: FED TAX ERNGS QTD CNTL OLD

R. PCS: FED TAX ERNGS QTD CNTL NEW

S. PCS: FED TAX ERNGS QTD CNTL DIFF
T. Retention Allow: YTD Cntl Old
U. Retention Allow: YTD Cntl New
V. Retention Allow: YTD Cntl Diff
W. Total Stff Diff Cntr Old
X. Total Stff Diff Cntr New
Y. Total Stff Diff Cntr Diff
Z. YTD-STATE-TAX-EARN-OLD
b. YTD-STATE-TAX-EARN-ADJ
c. YTD-STATE-TAX-EARN-CHG
d. QTD-STATE-TAX-EARN-OLD
e. QTD-STATE-TAX-EARN-ADJ
f. QTD-STATE-TAX-EARN-CHG
g. Supervisory Diff: YTD Cntl OLD
h. Supervisory Diff: YTD Cntl NEW
i. Supervisory Diff: YTD Cntl DIFF
j. MTD-STATE-TAX-EARN-OLD
k. MTD-STATE-TAX-EARN-ADJ
l. MTD-STATE-TAX-EARN-CHG

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 6 OF 17)

PAYROLL

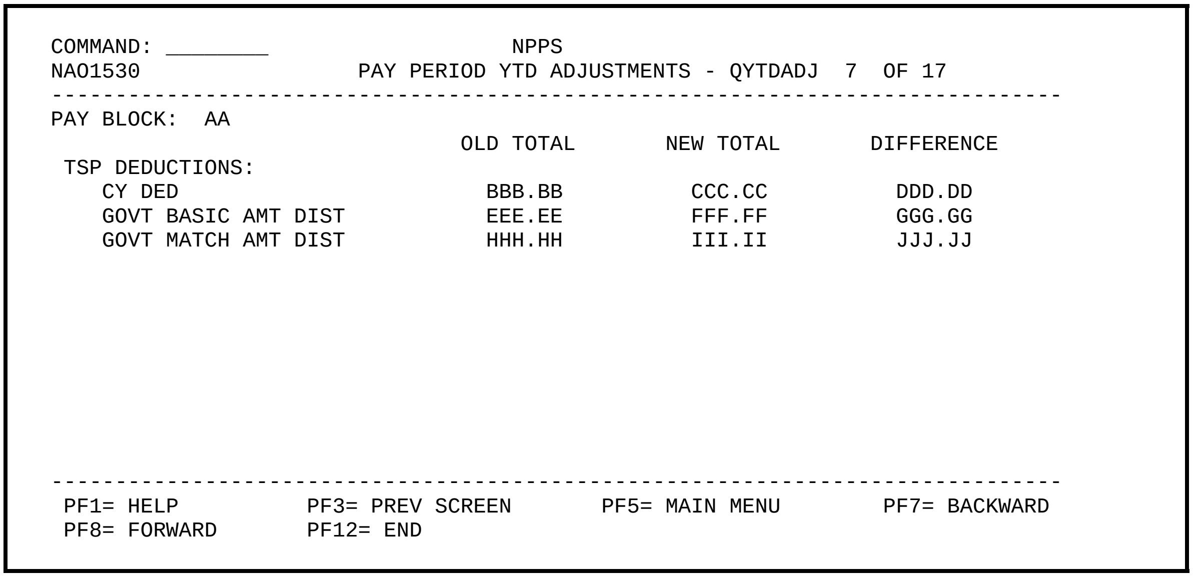
PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.

```
COMMAND: ________                   NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  6  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 EARNINGS:
    TAXABLE                       iii.ii          jjj.jj          kkk.kk
    TAXABLE MTD                   ZZZ.ZZ          aaa.aa          bbb.bb
    TAXABLE QTD                   ccc.cc          ddd.dd          eee.ee
    TAXABLE CITY                  fff.ff          ggg.gg          hhh.hh
    TAXABLE CITY MTD              BBB.BB          CCC.CC          DDD.DD
    TAXABLE CITY QTD              EEE.EE          FFF.FF          GGG.GG
    TAXABLE CNTY                  HHH.HH          III.II          JJJ.JJ
    TAXABLE CNTY MTD              KKK.KK          LLL.LL          MMM.MM
    TAXABLE CNTY QTD              NNN.NN          OOO.OO          PPP.PP
    TAXABLE STATE                 QQQ.QQ          RRR.RR          SSS.SS
    TAXABLE STATE MTD             TTT.TT          UUU.UU          VVV.VV
    TAXABLE STATE QTD             WWW.WW          XXX.XX          YYY.YY
-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU          PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. MTD-CITY-TAXABLE-OLD
C. MTD-CITY-TAXABLE-ADJ
D. MTD-CITY-TAXABLE-CHG
E. QTD-CITY-TAXABLE-OLD
F. QTD-CITY-TAXABLE-ADJ
G. QTD-CITY-TAXABLE-CHG
H. CO TX: GROSS ERNGS CNTL YTD OLD
I. CO TX: GROSS ERNGS CNTL YTD NEW
J. CO TX: GROSS ERNGS CNTL YTD DIFF
K. MTD-CNTY-TAXABLE-OLD
L. MTD-CNTY-TAXABLE-ADJ
M. MTD-CNTY-TAXABLE-CHG
N. QTD-CNTY-TAXABLE-OLD
O. QTD-CNTY-TAXABLE-ADJ
P. QTD-CNTY-TAXABLE-CHG
Q. YTD-STATE-TAXABLE-OLD
R. YTD-STATE-TAXABLE-ADJ
S. YTD-STATE-TAXABLE-CHG
T. MTD-ST-TAXABLE-OLD
U. MTD-ST-TAXABLE-ADJ
V. MTD-ST-TAXABLE-CHG
W. QTD-ST-TAXABLE-OLD
X. QTD-ST-TAXABLE-ADJ
Y. QTD-ST-TAXABLE-CHG
Z. MTD-TAXABLE-OLD
a. MTD-TAXABLE-ADJ
b. MTD-TAXABLE-CHG
c. QTD-TAXABLE-OLD
d. QTD-TAXABLE-ADJ
e. QTD-TAXABLE-CHG
f. YTD-CITY-TAXABLE-OLD
g. YTD-CITY-TAXABLE-ADJ
h. YTD-CITY-TAXABLE-CHG
i. YTD-TAXABLE-OLD
j. YTD-TAXABLE-ADJ
k. YTD-TAXABLE-CHG

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 7 OF 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



```
COMMAND: ________                    NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  7  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 TSP DEDUCTIONS:
    CY DED                        BBB.BB          CCC.CC          DDD.DD
    GOVT BASIC AMT DIST           EEE.EE          FFF.FF          GGG.GG
    GOVT MATCH AMT DIST           HHH.HH          III.II          JJJ.JJ









-------------------------------------------------------------------------------
 PF1= HELP         PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD      PF12= END
```

A. Pay Block Number

B. YTD-TSP-CY-DED-OLD

C. YTD-TSP-CY-DED-ADJ

D. YTD-TSP-CY-DED-CHG

E. YTD-NASA-TSP-1PCT-OLD

F. YTD-NASA-TSP-1PCT-ADJ

G. YTD-NASA-TSP-1PCT-CHG

H. YTD-NASA-TSP-MATCH-OLD

I. YTD-NASA-TSP-MATCH-ADJ

J. YTD-NASA-TSP-MATCH-CHG

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 8 OF 17) PAYROLL

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.

```
COMMAND: ________                    NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  8  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 TSP DEDUCTIONS:
    TSP STATE DED YTD             BBB.BB           CCC.CC           DDD.DD
    TSP STATE DED MTD             EEE.EE           FFF.FF           GGG.GG
    TSP STATE DED QTD             HHH.HH           III.II           JJJ.JJ
    TSP CNTY DED YTD              KKK.KK           LLL.LL           MMM.MM
    TSP CNTY DED MTD              NNN.NN           OOO.OO           PPP.PP
    TSP CNTY DED QTD              QQQ.QQ           RRR.RR           SSS.SS
    TSP CITY DED YTD              TTT.TT           UUU.UU           VVV.VV
    TSP CITY DED MTD              WWW.WW           XXX.XX           YYY.YY
    TSP CITY DED QTD              ZZZ.ZZ           bbb.bb           ccc.cc
    TSP TRNS IN                   ddd.dd           eee.ee           fff.ff


-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. YTD-TSP-STATE-DED-OLD
C. YTD-TSP-STATE-DED-ADJ
D. YTD-TSP-STATE-DED-CHG
E. MTD-TSP-STATE-DED-OLD
F. MTD-TSP-STATE-DED-ADJ
G. MTD-TSP-STATE-DED-CHG
H. QTD-TSP-STATE-DED-OLD
I. QTD-TSP-STATE-DED-ADJ
J. QTD-TSP-STATE-DED-CHG
K. YTD-TSP-CNTY-DED-OLD
L. YTD-TSP-CNTY-DED-ADJ
M. YTD-TSP-CNTY-DED-CHG
N. MTD-TSP-CNTY-DED-OLD
O. MTD-TSP-CNTY-DED-ADJ
P. MTD-TSP-CNTY-DED-CHG
Q. QTD-TSP-CNTY-DED-OLD
R. QTD-TSP-CNTY-DED-ADJ
S. QTD-TSP-CNTY-DED-CHG
T. YTD-CITY-DED-OLD
U. YTD-CITY-DED-ADJ
V. YTD-CITY-DED-CHG
W. MTD-CITY-DED-OLD
X. MTD-CITY-DED-ADJ
Y. MTD-CITY-DED-CHG
Z. QTD-CITY-DED-OLD
b. QTD-CITY-DED-ADJ
c. QTD-CITY-DED-CHG
d. Empl Trnsfr In YTD TSP Cntr Old
e. Empl Trnsfr In YTD TSP Cntr New
f. Empl Trnsfr In YTD TSP Cntr Diff

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 9 OF 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.

```
COMMAND: ________                    NPPS
NAO1530                PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  9  OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:
    ADV PAY CUM                   BBB.BB           CCC.CC           DDD.DD
    ADV PAY YTD                   EEE.EE           FFF.FF           GGG.GG
    BANKRUPTCY                    HHH.HH           III.II           JJJ.JJ
    BANKRUPTCY CUM                KKK.KK           LLL.LL           MMM.MM
    BILL OF COLL                  NNN.NN           OOO.OO           PPP.PP
    BOND                          QQQ.QQ           RRR.RR           SSS.SS
    CFC                           TTT.TT           UUU.UU           VVV.VV
    CHILD SUP                     WWW.WW           XXX.XX           YYY.YY
    CHILD SUP CUM                 ZZZ.ZZ           bbb.bb           ccc.cc
    COM GARNISH                   ggg.gg           hhh.hh           iii.ii
    COM GARNISH CUM               jjj.jj           kkk.kk           lll.ll
    CITY TAX                      ddd.dd           eee.ee           fff.ff
-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

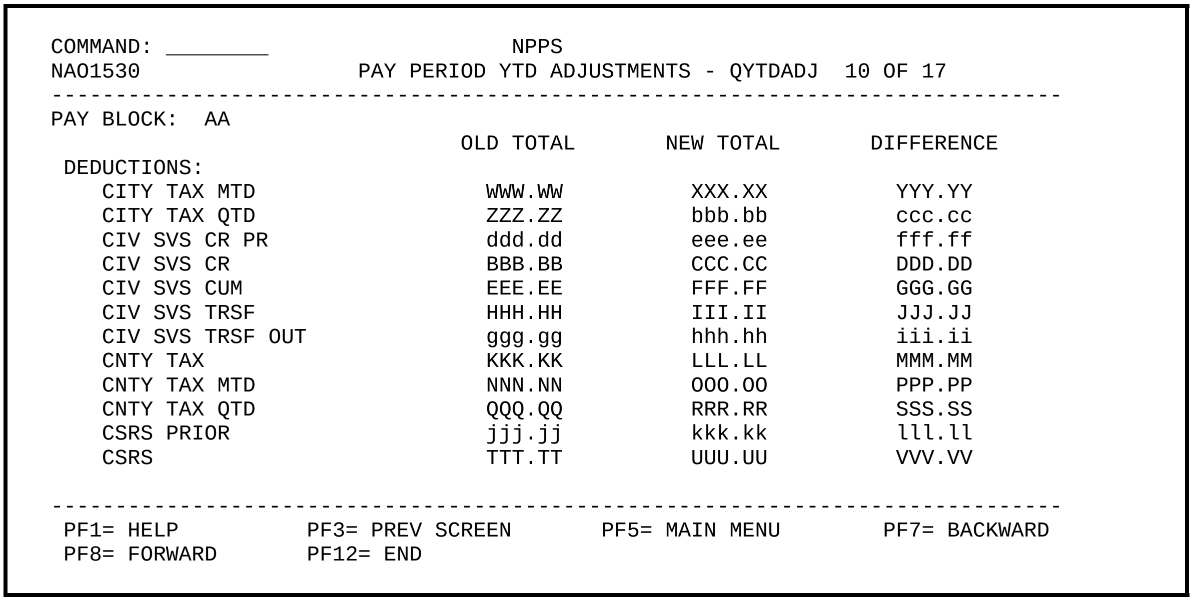
A. Pay Block Number
B. Total Adv Pay Cum Ded Cntr Old
C. Total Adv Pay Cum Ded Cntr New
D. Total Adv Pay Cum Ded Cntr Diff
E. Total Adv Pay YTD Ded Cntr Old
F. Total Adv Pay YTD Ded Cntr New
G. Total Adv Pay YTD Ded Cntr Diff
H. YTD-BANKRUPTCY-DED-OLD
I. YTD-BANKRUPTCY-DED-ADJ
J. YTD-BANKRUPTCY-DED-CHG
K. YTD-BANKRUPTCY-CUM-OLD
L. YTD-BANKRUPTCY-CUM-ADJ
M. YTD-BANKRUPTCY-CUM-CHG
N. YTD-BILL-OF-COLLECTION-OLD
O. YTD-BILL-OF-COLLECTION-ADJ
P. YTD-BILL-OF-COLLECTION-CHG
Q. YTD-BOND-DED-OLD
R. YTD-BOND-DED-ADJ
S. YTD-BOND-DED-CHG
T. YTD-CFC-DEDUCTION-OLD
U. YTD-CFC-DEDUCTION-ADJ
V. YTD-CFC-DEDUCTION-CHG
W. YTD-CHILD-SUPP-OLD
X. YTD-CHILD-SUPP-ADJ
Y. YTD-CHILD-SUPP-CHG
Z. YTD-CHILD-SUPPORT-CUM-OLD
b. YTD-CHILD-SUPPORT-CUM-ADJ
c. YTD-CHILD-SUPPORT-CUM-CHG
d. YTD-CITY-TAX-DED-OLD
e. YTD-CITY-TAX-DED-ADJ
f. YTD-CITY-TAX-DED-CHG
g. Grnsh YTD Cntl Old
h. Grnsh YTD Cntl New
i. Grnsh YTD Cntl Diff
j. Grnsh Cum Cntr Old
k. Grnsh Cum Cntr New
l. Grnsh Cum Cntr Diff

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ

PAYROLL

(PAGE10 OF 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



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COMMAND: ________                   NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  10 OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 DEDUCTIONS:
    CITY TAX MTD                  WWW.WW          XXX.XX          YYY.YY
    CITY TAX QTD                  ZZZ.ZZ          bbb.bb          ccc.cc
    CIV SVS CR PR                 ddd.dd          eee.ee          fff.ff
    CIV SVS CR                    BBB.BB          CCC.CC          DDD.DD
    CIV SVS CUM                   EEE.EE          FFF.FF          GGG.GG
    CIV SVS TRSF                  HHH.HH          III.II          JJJ.JJ
    CIV SVS TRSF OUT              ggg.gg          hhh.hh          iii.ii
    CNTY TAX                      KKK.KK          LLL.LL          MMM.MM
    CNTY TAX MTD                  NNN.NN          OOO.OO          PPP.PP
    CNTY TAX QTD                  QQQ.QQ          RRR.RR          SSS.SS
    CSRS PRIOR                    jjj.jj          kkk.kk          lll.ll
    CSRS                          TTT.TT          UUU.UU          VVV.VV

-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```
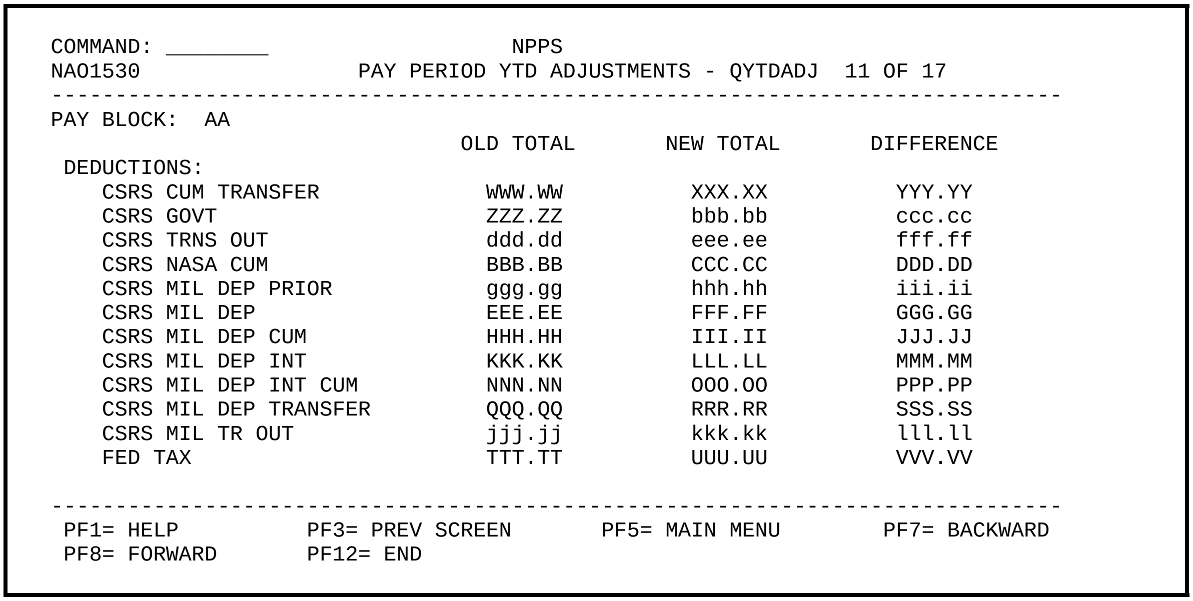

A. Pay Block Number
B. YTD-CIV-SERV-CREDIT-OLD
C. YTD-CIV-SERV-CREDIT-ADJ
D. YTD-CIV-SERV-CREDIT-CHG
E. YTD-CIV-SERV-CUM-OLD
F. YTD-CIV-SERV-CUM-ADJ
G. YTD-CIV-SERV-CUM-CHG
H. YTD-CIV-SERV-TRANSFER-OLD
I. YTD-CIV-SERV-TRANSFER-ADJ
J. YTD-CIV-SERV-TRANSFER-CHG
K. YTD-COUNTY-TAX-DED-OLD
L. YTD-COUNTY-TAX-DED-ADJ
M. YTD-COUNTY-TAX-DED-CHG
N. MTD-COUNTY-TAX-DED-OLD
O. MTD-COUNTY-TAX-DED-ADJ
P. MTD-COUNTY-TAX-DED-CHG
Q. QTD-COUNTY-TAX-DED-OLD
R. QTD-COUNTY-TAX-DED-ADJ
S. QTD-COUNTY-TAX-DED-CHG
T. YTD-CSRS-OLD
U. YTD-CSRS-ADJ
V. YTD-CSRS-CHG
W. MTD-CITY-TAX-DED-OLD
X. MTD-CITY-TAX-DED-ADJ
Y. MTD-CITY-TAX-DED-CHG
Z. QTD-CITY-TAX-DED-OLD
b. QTD-CITY-TAX-DED-ADJ
c. QTD-CITY-TAX-DED-CHG
d. CSRS: CIV SERV CR PYCO CNTL OLD
e. CSRS: CIV SERV CR PYCO CNTL NEW
f. CSRS: CIV SERV CR PYCO CNTL DIFF
g. CSRS: CIV SV CR TR OUT CNTR OLD
h. CSRS: CIV SV CR TR OUT CNTR NEW
i. CSRS: CIV SV CR TR OUT CNTR DIFF
j. CSRS: PYCO CNTL OLD
k. CSRS: PYCO CNTL NEW
l. CSRS: PYCO CNTL DIFF

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ (PAGE 11 OF 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



```
COMMAND: ________                    NPPS
NA01530                PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  11 OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:
    CSRS CUM TRANSFER             WWW.WW           XXX.XX           YYY.YY
    CSRS GOVT                     ZZZ.ZZ           bbb.bb           ccc.cc
    CSRS TRNS OUT                 ddd.dd           eee.ee           fff.ff
    CSRS NASA CUM                 BBB.BB           CCC.CC           DDD.DD
    CSRS MIL DEP PRIOR            ggg.gg           hhh.hh           iii.ii
    CSRS MIL DEP                  EEE.EE           FFF.FF           GGG.GG
    CSRS MIL DEP CUM              HHH.HH           III.II           JJJ.JJ
    CSRS MIL DEP INT              KKK.KK           LLL.LL           MMM.MM
    CSRS MIL DEP INT CUM          NNN.NN           OOO.OO           PPP.PP
    CSRS MIL DEP TRANSFER         QQQ.QQ           RRR.RR           SSS.SS
    CSRS MIL TR OUT               jjj.jj           kkk.kk           lll.ll
    FED TAX                       TTT.TT           UUU.UU           VVV.VV

-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. CUM-CSRS-NASA-OLD
C. CUM-CSRS-NASA-ADJ
D. CUM-CSRS-NASA-CHG
E. YTD-CSRS-MIL-DEP-OLD
F. YTD-CSRS-MIL-DEP-ADJ
G. YTD-CSRS-MIL-DEP-CHG
H. CUM-CSRS-MD-OLD
I. CUM-CSRS-MD-ADJ
J. CUM-CSRS-MD-CHG
K. YTD-CSRS-MD-INT-OLD
L. YTD-CSRS-MD-INT-ADJ
M. YTD-CSRS-MD-INT-CHG
N. CUM-CSRS-MD-INT-OLD
O. CUM-CSRS-MD-INT-ADJ
P. CUM-CSRS-MD-INT-CHG
Q. YTD-CSRS-MD-TRANSFER-OLD
R. YTD-CSRS-MD-TRANSFER-ADJ
S. YTD-CSRS-MD-TRANSFER-CHG
T. YTD-FED-WH-OLD
U. YTD-FED-WH-ADJ
V. YTD-FED-WH-CHG
W. CUM-CSRS-TRANSFER-OLD
X. CUM-CSRS-TRANSFER-ADJ
Y. CUM-CSRS-TRANSFER-CHG
Z. YTD-CSRS-GOVT-OLD
b. YTD-CSRS-GOVT-ADJ
c. YTD-CSRS-GOVT-CHG
d. CSRS: TRAN OUT CNTL OLD
e. CSRS: TRAN OUT CNTL NEW
f. CSRS: TRAN OUT CNTL DIFF
g. CSRS: MIL PYCO CNTL OLD
h. CSRS: MIL PYCO CNTL NEW
i. CSRS: MIL PYCO CNTL DIFF
j. CSRS MIL: TRAN OUT CNTL OLD
k. CSRS MIL: TRAN OUT CNTL NEW
l. CSRS MIL: TRAN OUT CNTL DIFF

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ PAYROLL (PAGE 12 OF 17)

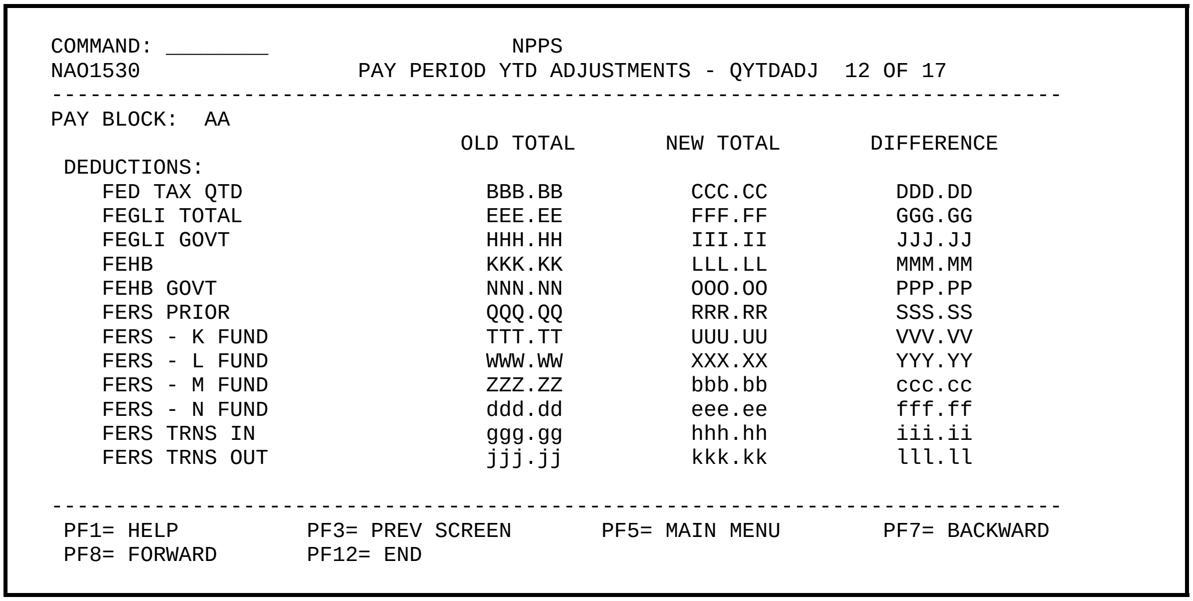
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.



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COMMAND: ________                      NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  12 OF 17
--------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:
    FED TAX QTD                   BBB.BB           CCC.CC           DDD.DD
    FEGLI TOTAL                   EEE.EE           FFF.FF           GGG.GG
    FEGLI GOVT                    HHH.HH           III.II           JJJ.JJ
    FEHB                          KKK.KK           LLL.LL           MMM.MM
    FEHB GOVT                     NNN.NN           OOO.OO           PPP.PP
    FERS PRIOR                    QQQ.QQ           RRR.RR           SSS.SS
    FERS - K FUND                 TTT.TT           UUU.UU           VVV.VV
    FERS - L FUND                 WWW.WW           XXX.XX           YYY.YY
    FERS - M FUND                 ZZZ.ZZ           bbb.bb           ccc.cc
    FERS - N FUND                 ddd.dd           eee.ee           fff.ff
    FERS TRNS IN                  ggg.gg           hhh.hh           iii.ii
    FERS TRNS OUT                 jjj.jj           kkk.kk           lll.ll

--------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. QTD-FED-TAX-OLD
C. QTD-FED-TAX-ADJ
D. QTD-FED-TAX-CHG
E. YTD-FEGLI-TOTAL-OLD
F. YTD-FEGLI-TOTAL-ADJ
G. YTD-FEGLI-TOTAL-CHG
H. YTD-FEGLI-GOVT-OLD
I. YTD-FEGLI-GOVT-ADJ
J. YTD-FEGLI-GOVT-CHG
K. YTD-FEHB-OLD
L. YTD-FEHB-ADJ
M. YTD-FEHB-CHG
N. YTD-FEHB-GOVT-OLD
O. YTD-FEHB-GOVT-ADJ
P. YTD-FEHB-GOVT-CHG
Q. FERS: PYCO CNTL OLD
R. FERS: PYCO CNTL NEW
S. FERS: PYCO CNTL DIFF
T. FERS: (K) YTD CNTL OLD
U. FERS: (K) YTD CNTL NEW
V. FERS: (K) YTD CNTL DIFF
W. FERS: (L) YTD CNTL OLD
X. FERS: (L) YTD CNTL NEW
Y. FERS: (L) YTD CNTL DIFF
Z. FERS: (M) YTD CNTL OLD

b. FERS: (M) YTD CNTL NEW
c. FERS: (M) YTD CNTL DIFF
d. FERS: (N) YTD CNTL OLD
e. FERS: (N) YTD CNTL NEW
f. FERS: (N) YTD CNTL DIFF
g. FERS: TRAN IN CNTL OLD
h. FERS: TRAN IN CNTL NEW
i. FERS: TRAN IN CNTL DIFF
j. FERS: TRAN OUT CNTL OLD
k. FERS: TRAN OUT CNTL NEW
l. FERS: TRAN OUT CNTL DIFF

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ PAYROLL

(Page 13 of 17)

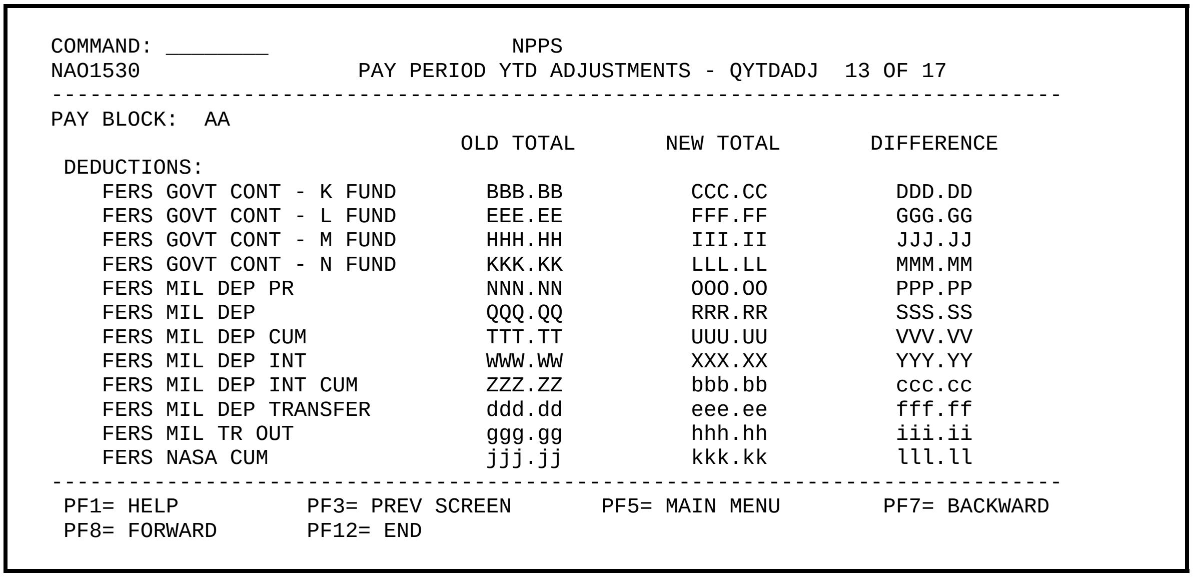
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.



```
COMMAND: ________                  NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  13 OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:
    FERS GOVT CONT - K FUND       BBB.BB           CCC.CC           DDD.DD
    FERS GOVT CONT - L FUND       EEE.EE           FFF.FF           GGG.GG
    FERS GOVT CONT - M FUND       HHH.HH           III.II           JJJ.JJ
    FERS GOVT CONT - N FUND       KKK.KK           LLL.LL           MMM.MM
    FERS MIL DEP PR               NNN.NN           OOO.OO           PPP.PP
    FERS MIL DEP                  QQQ.QQ           RRR.RR           SSS.SS
    FERS MIL DEP CUM              TTT.TT           UUU.UU           VVV.VV
    FERS MIL DEP INT              WWW.WW           XXX.XX           YYY.YY
    FERS MIL DEP INT CUM          ZZZ.ZZ           bbb.bb           ccc.cc
    FERS MIL DEP TRANSFER         ddd.dd           eee.ee           fff.ff
    FERS MIL TR OUT               ggg.gg           hhh.hh           iii.ii
    FERS NASA CUM                 jjj.jj           kkk.kk           lll.ll
-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. FERS: GOVT (K) YTD CNTL OLD
C. FERS: GOVT (K) YTD CNTL NEW
D. FERS: GOVT (K) YTD CNTL DIFF
E. FERS: GOVT (L) YTD CNTL OLD
F. FERS: GOVT (L) YTD CNTL NEW
G. FERS: GOVT (L) YTD CNTL DIFF
H. FERS: GOVT (M) YTD CNTL OLD
I. FERS: GOVT (M) YTD CNTL NEW
J. FERS: GOVT (M) YTD CNTL DIFF
K. FERS: GOVT (N) YTD CNTL OLD
L. FERS: GOVT (N) YTD CNTL NEW
M. FERS: GOVT (N) YTD CNTL DIFF
N. FERS: MIL PYCO CNTL OLD
O. FERS: MIL PYCO CNTL NEW
P. FERS: MIL PYCO CNTL DIFF
Q. YTD-FERS-MIL-DEP-OLD
R. YTD-FERS-MIL-DEP-ADJ
S. YTD-FERS-MIL-DEP-CHG
T. CUM-FERS-MIL-DEP-OLD
U. CUM-FERS-MIL-DEP-ADJ
V. CUM-FERS-MIL-DEP-CHG
W. YTD-FERS-MD-INT-OLD
X. YTD-FERS-MD-INT-ADJ
Y. YTD-FERS-MD-INT-CHG
Z. CUM-FERS-MD-INT-OLD
b. CUM-FERS-MD-INT-ADJ
c. CUM-FERS-MD-INT-CHG
d. YTD-FERS-MD-TRANSFER-OLD
e. YTD-FERS-MD-TRANSFER-ADJ
f. YTD-FERS-MD-TRANSFER-CHG
g. FERS: MIL TRAN OUT CNTL OLD
h. FERS: MIL TRAN OUT CNTL NEW
i. FERS: MIL TRAN OUT CNTL DIFF
j. CUM-NASA-FERS-DED-OLD
k. CUM-NASA-FERS-DED-ADJl. CUM-NASA-FERS-DED-CHG

REPORT 959 **PAY PERIOD YTD ADJUSTMENTS - QYTDADJ** PAYROLL

(Page 14 of 17)

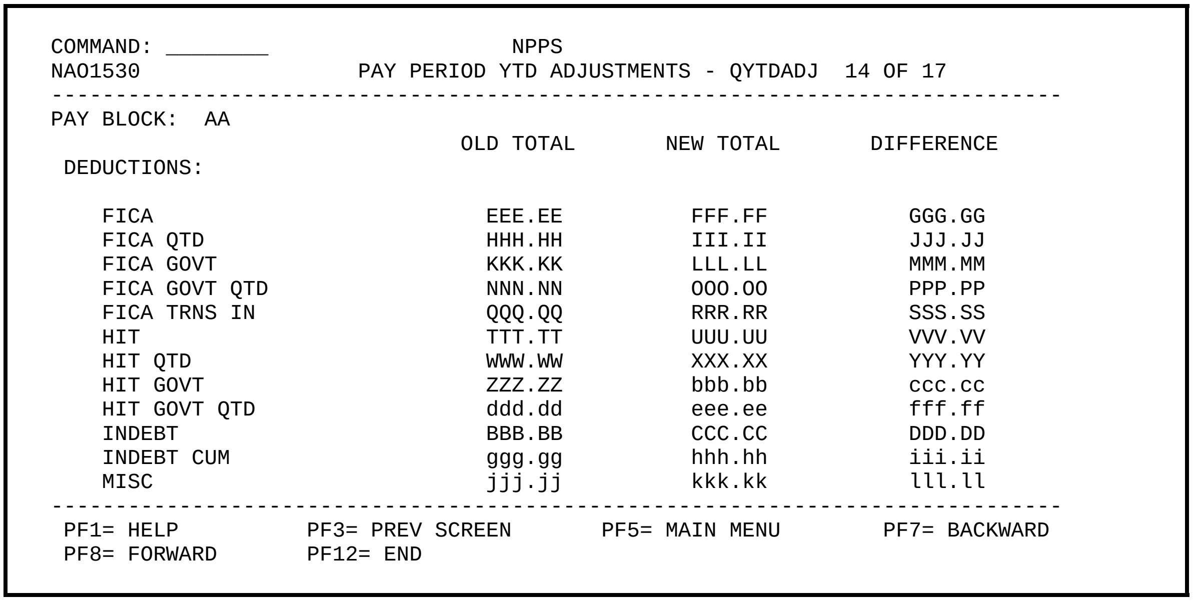
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.



```
COMMAND: ________                    NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  14 OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:

    FICA                          EEE.EE           FFF.FF           GGG.GG
    FICA QTD                      HHH.HH           III.II           JJJ.JJ
    FICA GOVT                     KKK.KK           LLL.LL           MMM.MM
    FICA GOVT QTD                 NNN.NN           OOO.OO           PPP.PP
    FICA TRNS IN                  QQQ.QQ           RRR.RR           SSS.SS
    HIT                           TTT.TT           UUU.UU           VVV.VV
    HIT QTD                       WWW.WW           XXX.XX           YYY.YY
    HIT GOVT                      ZZZ.ZZ           bbb.bb           ccc.cc
    HIT GOVT QTD                  ddd.dd           eee.ee           fff.ff
    INDEBT                        BBB.BB           CCC.CC           DDD.DD
    INDEBT CUM                    ggg.gg           hhh.hh           iii.ii
    MISC                          jjj.jj           kkk.kk           lll.ll
-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. INDEBT DUEUS YTD CNTL OLD
C. INDEBT DUEUS YTD CNTL NEW
D. INDEBT DUEUS YTD CNTL DIFF
E. YTD-FICA-OLD
F. YTD-FICA-ADJ
G. YTD-FICA-CHG
H. YTD-QTD-FICA-OLD
I. YTD-QTD-FICA-ADJ
J. YTD-QTD-FICA-CHG
K. YTD-FICA-GOVT-OLD
L. YTD-FICA-GOVT-ADJ
M. YTD-FICA-GOVT-CHG
N. QTD-FICA-GOVT-OLD
O. QTD-FICA-GOVT-ADJ
P. QTD-FICA-GOVT-CHG
Q. YTD-FICA-TRANS-DED-OLD
R. YTD-FICA-TRANS-DED-ADJ
S. YTD-FICA-TRANS-DED-CHG
T. YTD-HIT-OLD
U. YTD-HIT-ADJ
V. YTD-HIT-CHG
W. YTD-QTD-HIT-OLD
X. YTD-QTD-HIT-ADJ
Y. YTD-QTD-HIT-CHG
Z. YTD-HIT-GOVT-OLD
b. YTD-HIT-GOVT-ADJ
c. YTD-HIT-GOVT-CHG
d. QTD-HIT-GOVT-OLD
e. QTD-HIT-GOVT-ADJ
f. QTD-HIT-GOVT-CHG
g. YTD-US-INDEBT-CUM-OLD
h. YTD-US-INDEBT-CUM-ADJ
i. YTD-US-INDEBT-CUM-CHG
j. YTD-MISC-DED-OLD
k. YTD-MISC-DED-ADJ
l. YTD-MISC-DED-CHG

REPORT 959 **PAY PERIOD YTD ADJUSTMENTS - QYTDADJ** PAYROLL

(Page 15 of 17)

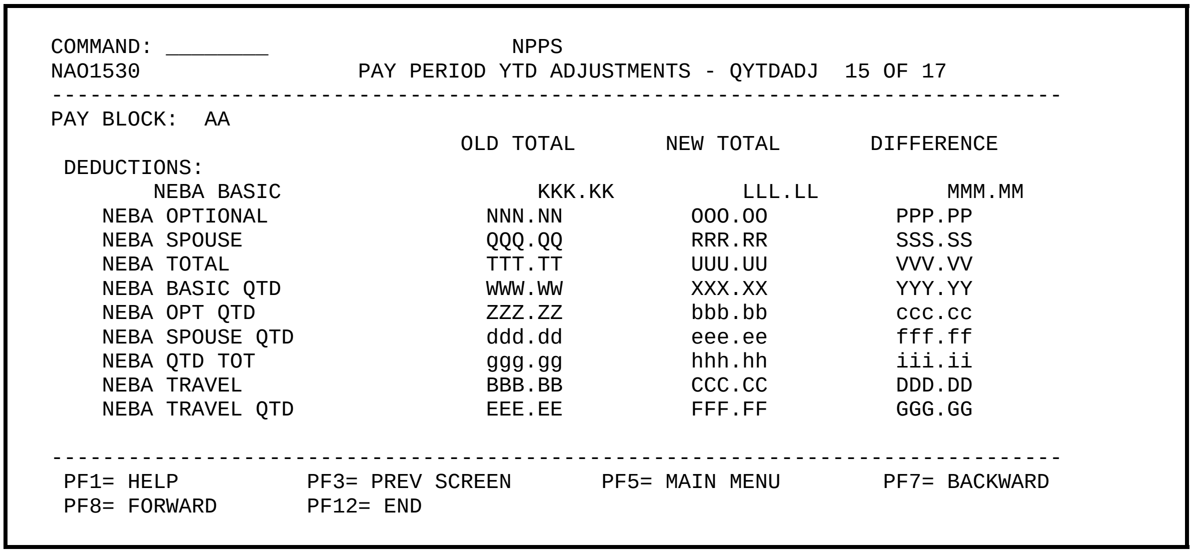
PURPOSE: To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.

CONTENT: For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process

OLD TOTAL: The accumulation value before the adjustment is applied is added to this field.

NEW TOTAL: The accumulation value after the adjustment is applied is added to this field.

DIFFERENCE: The adjustment amount.



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COMMAND: ________                   NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  15 OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL       NEW TOTAL       DIFFERENCE
 DEDUCTIONS:
        NEBA BASIC                    KKK.KK          LLL.LL          MMM.MM
    NEBA OPTIONAL                 NNN.NN          OOO.OO          PPP.PP
    NEBA SPOUSE                   QQQ.QQ          RRR.RR          SSS.SS
    NEBA TOTAL                    TTT.TT          UUU.UU          VVV.VV
    NEBA BASIC QTD                WWW.WW          XXX.XX          YYY.YY
    NEBA OPT QTD                  ZZZ.ZZ          bbb.bb          ccc.cc
    NEBA SPOUSE QTD               ddd.dd          eee.ee          fff.ff
    NEBA QTD TOT                  ggg.gg          hhh.hh          iii.ii
    NEBA TRAVEL                   BBB.BB          CCC.CC          DDD.DD
    NEBA TRAVEL QTD               EEE.EE          FFF.FF          GGG.GG

-------------------------------------------------------------------------------
 PF1= HELP         PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD      PF12= END
```
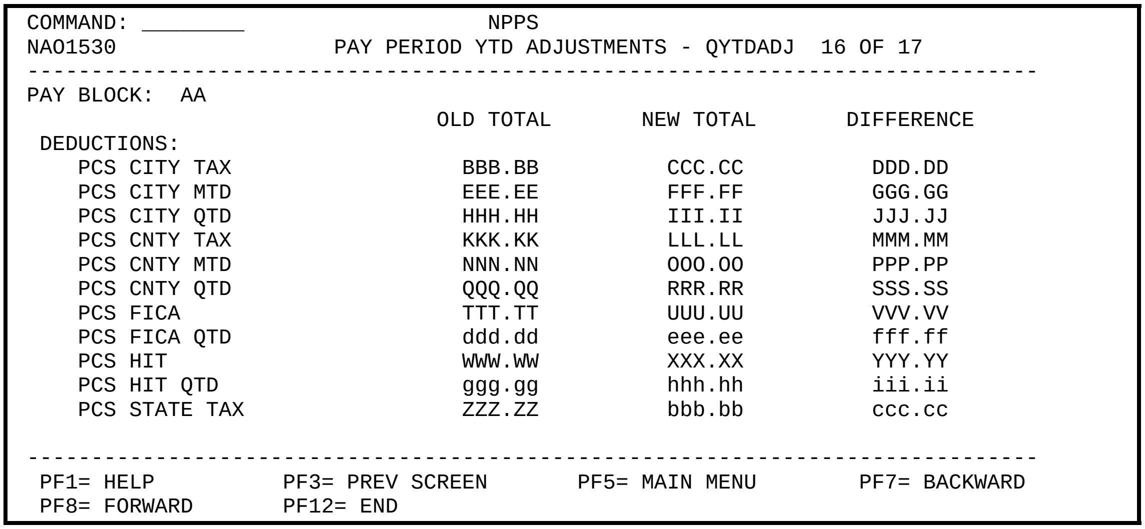

A. Pay Block Number
B. NEBA TRAVEL: YTD CNTL OLD
C. NEBA TRAVEL: YTD CNTL NEW
D. NEBA TRAVEL: YTD CNTL DIFF
E. NEBA TRAVEL: QTD CNTL OLD
F. NEBA TRAVEL: QTD CNTL NEW
G. NEBA TRAVEL: QTD CNTL DIFF
K. YTD-NEBA-BASIC-OLD
L. YTD-NEBA-BASIC-ADJ
M. YTD-NEBA-BASIC-CHG
N. YTD-NEBA-OPTIONAL-DED-OLD
O. YTD-NEBA-OPTIONAL-DED-ADJ
P. YTD-NEBA-OPTIONAL-DED-CHG
Q. YTD-NEBA-SPOUSE-DED-OLD
R. YTD-NEBA-SPOUSE-DED-ADJ
S. YTD-NEBA-SPOUSE-DED-CHG
T. YTD-NEBA-TOTAL-DED-OLD
U. YTD-NEBA-TOTAL-DED-ADJ
V. YTD-NEBA-TOTAL-DED-CHG
W. QTD-NEBA-BASIC-OLD
X. QTD-NEBA-BASIC-ADJ
Y. QTD-NEBA-BASIC-CHG
Z. QTD-NEBA-OPTIONAL-DED-OLD
b. QTD-NEBA-OPTIONAL-DED-ADJ
c. QTD-NEBA-OPTIONAL-DED-CHG
d. QTD-NEBA-SPOUSE-DED-OLD
e. QTD-NEBA-SPOUSE-DED-ADJ
f. QTD-NEBA-SPOUSE-DED-CHG
g. QTD-NEBA-TOTAL-DED-OLD
h. QTD-NEBA-TOTAL-DED-ADJ
i. QTD-NEBA-TOTAL-DED-CHG

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ PAYROLL
(PAGE 16 OF 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



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COMMAND: ________                    NPPS
NA01530                 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  16 OF 17
--------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:
    PCS CITY TAX                  BBB.BB           CCC.CC           DDD.DD
    PCS CITY MTD                  EEE.EE           FFF.FF           GGG.GG
    PCS CITY QTD                  HHH.HH           III.II           JJJ.JJ
    PCS CNTY TAX                  KKK.KK           LLL.LL           MMM.MM
    PCS CNTY MTD                  NNN.NN           OOO.OO           PPP.PP
    PCS CNTY QTD                  QQQ.QQ           RRR.RR           SSS.SS
    PCS FICA                      TTT.TT           UUU.UU           VVV.VV
    PCS FICA QTD                  ddd.dd           eee.ee           fff.ff
    PCS HIT                       WWW.WW           XXX.XX           YYY.YY
    PCS HIT QTD                   ggg.gg           hhh.hh           iii.ii
    PCS STATE TAX                 ZZZ.ZZ           bbb.bb           ccc.cc

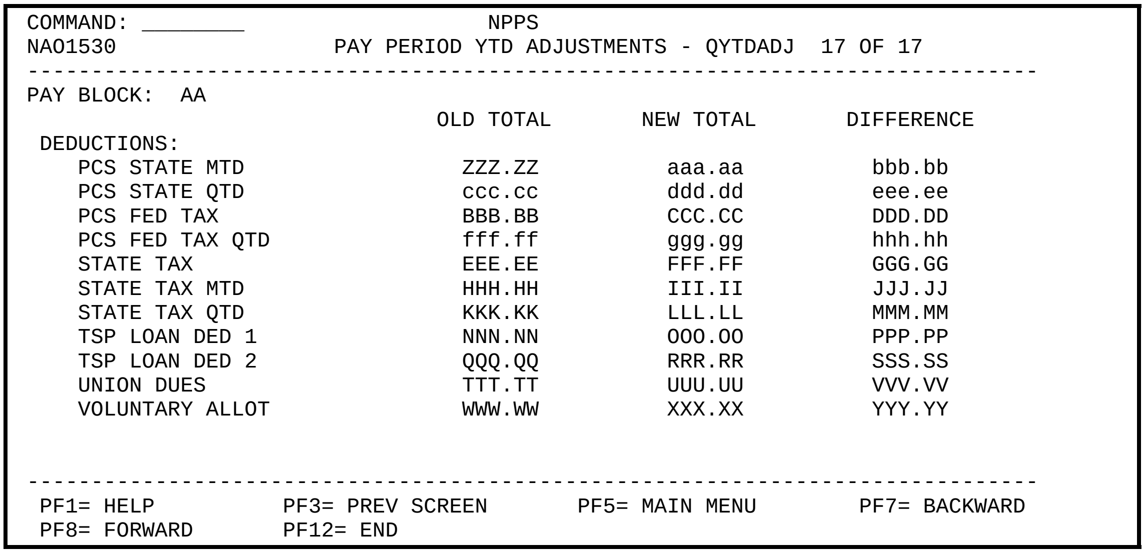
--------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. Pay Block Number
B. YTD-PCS-CITY-TAX-DED-OLD
C. YTD-PCS-CITY-TAX-DED-ADJ
D. YTD-PCS-CITY-TAX-DED-CHG
E. MTD-PCS-CITY-DED-OLD
F. MTD-PCS-CITY-DED-ADJ
G. MTD-PCS-CITY-DED-CHG
H. QTD-PCS-CITY-DED-OLD
I. QTD-PCS-CITY-DED-ADJ
J. QTD-PCS-CITY-DED-CHG
K. YTD-PCS-COUNTY-TAX-DED-OLD
L. YTD-PCS-COUNTY-TAX-DED-ADJ
M. YTD-PCS-COUNTY-TAX-DED-CHG
N. MTD-PCS-CNTY-DED-OLD
O. MTD-PCS-CNTY-DED-ADJ
P. MTD-PCS-CNTY-DED-CHG
Q. QTD-PCS-CNTY-DED-OLD
R. QTD-PCS-CNTY-DED-ADJ
S. QTD-PCS-CNTY-DED-CHG
T. YTD-PCS-FICA-DED-OLD
U. YTD-PCS-FICA-DED-ADJ
V. YTD-PCS-FICA-DED-CHG
W. YTD-PCS-HIT-DED-OLD
X. YTD-PCS-HIT-DED-ADJ
Y. YTD-PCS-HIT-DED-CHG
Z. YTD-PCS-STATE-TAX-DED-OLD
b. YTD-PCS-STATE-TAX-DED-ADJ
c. YTD-PCS-STATE-TAX-DED-CHG
d. PCS: FICA DED QTD CNTL OLD
e. PCS: FICA DED QTD CNTL NEW
f. PCS: FICA DED QTD CNTL DIFF
g. PCS: HIT DED QTD CNTL OLD
h. PCS: HIT DED QTD CNTL NEW
i. PCS: HIT DED QTD CNTL DIFF

REPORT 959 PAY PERIOD YTD ADJUSTMENTS - QYTDADJ

(PAGE 17 OF 17)

PURPOSE:	To provide an audit trail of modifications to accumulations of selected dollars and hours during the current pay period for each Pay Block.
CONTENT:	For each accumulation (YTD, QTD, CUM, etc.) field that is modified by an adjustment using the payroll screens YTDADJn, YTDDEDn, or YTDTSP or by the personnel mature process
OLD TOTAL:	The accumulation value before the adjustment is applied is added to this field.
NEW TOTAL:	The accumulation value after the adjustment is applied is added to this field.
DIFFERENCE:	The adjustment amount.



```
COMMAND: ________                    NPPS
NA01530                  PAY PERIOD YTD ADJUSTMENTS - QYTDADJ  17 OF 17
-------------------------------------------------------------------------------
PAY BLOCK:  AA
                                OLD TOTAL        NEW TOTAL        DIFFERENCE
 DEDUCTIONS:
    PCS STATE MTD                 ZZZ.ZZ           aaa.aa           bbb.bb
    PCS STATE QTD                 ccc.cc           ddd.dd           eee.ee
    PCS FED TAX                   BBB.BB           CCC.CC           DDD.DD
    PCS FED TAX QTD               fff.ff           ggg.gg           hhh.hh
    STATE TAX                     EEE.EE           FFF.FF           GGG.GG
    STATE TAX MTD                 HHH.HH           III.II           JJJ.JJ
    STATE TAX QTD                 KKK.KK           LLL.LL           MMM.MM
    TSP LOAN DED 1                NNN.NN           OOO.OO           PPP.PP
    TSP LOAN DED 2                QQQ.QQ           RRR.RR           SSS.SS
    UNION DUES                    TTT.TT           UUU.UU           VVV.VV
    VOLUNTARY ALLOT               WWW.WW           XXX.XX           YYY.YY



-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

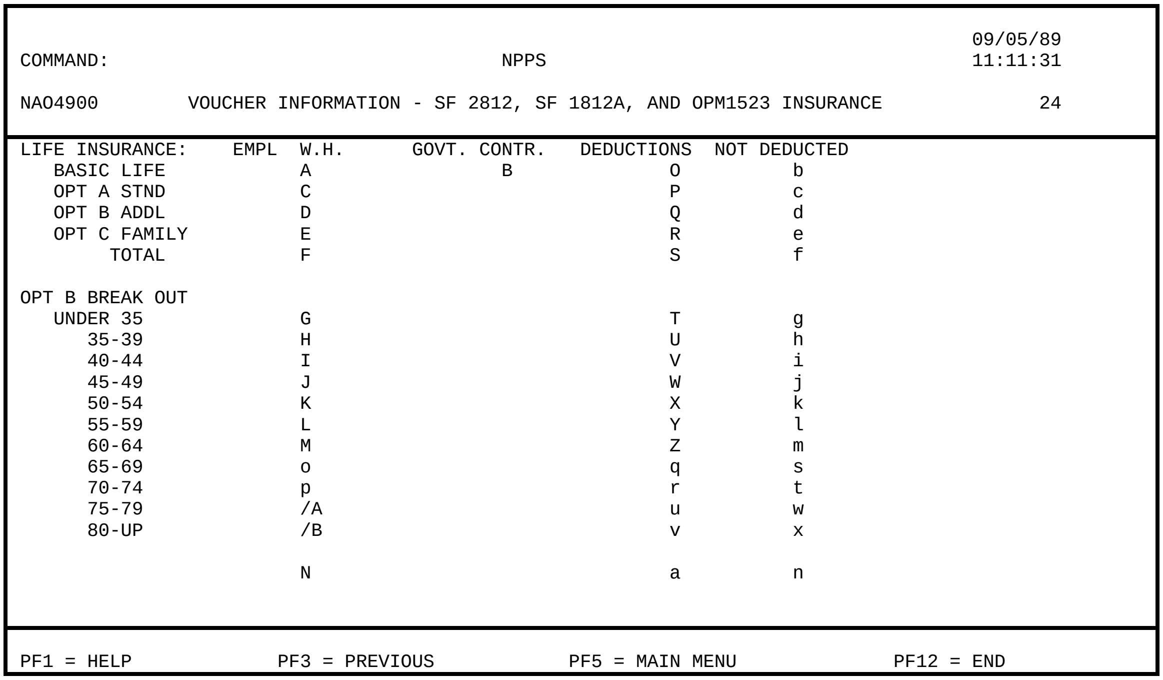
A. Pay Block Number
B. YTD-PCS-FED-TAX-DED-OLD
C. YTD-PCS-FED-TAX-DED-ADJ
D. YTD-PCS-FED-TAX-DED-CHG
E. YTD-STATE-TAX-DED-OLD
F. YTD-STATE-TAX-DED-ADJ
G. YTD-STATE-TAX-DED-CHG
H. MTD-STATE-TAX-DED-OLD
I. MTD-STATE-TAX-DED-ADJ
J. MTD-STATE-TAX-DED-CHG
K. QTD-STATE-TAX-DED-OLD
L. QTD-STATE-TAX-DED-ADJ
M. QTD-STATE-TAX-DED-CHG
N. YTD-TSP-LOAN1-DED-OLD
O. YTD-TSP-LOAN1-DED-ADJ
P. YTD-TSP-LOAN1-DED-CHG
Q. YTD-TSP-LOAN2-DED-OLD
R. YTD-TSP-LOAN2-DED-ADJ
S. YTD-TSP-LOAN2-DED-CHG
T. YTD-UNION-DUES-DED-OLD
U. YTD-UNION-DUES-DED-ADJ
V. YTD-UNION-DUES-DED-CHG
W. YTD-VOL-ALLOT-DED-OLD
X. YTD-VOL-ALLOT-DED-ADJ
Y. YTD-VOL-ALLOT-DED-CHG
Z. MTD-PCS-STATE-DED-OLD
a. MTD-PCS-STATE-DED-ADJ
b. MTD-PCS-STATE-DED-CHG
c. QTD-PCS-STATE-DED-OLD
d. QTD-PCS-STATE-DED-ADJ
e. QTD-PCS-STATE-DED-CHG
f. PCS:FED TAX DED QTD CNTL OLD
g. PCS:FED TAX DED QTD CNTL NEW
h. PCS:FED TAX DED QTD CNTL DIFF

REPORT 960 **VOUCHER INFORMATION - SF 2812, SF 2812A, AND OPM1523 INSURANCE** PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 2812 and OPM1523.

CONTENT: Total Center Life Insurance Deductions for current pay period.

SEQUENCE: N/A



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                                                                                     09/05/89
COMMAND:                                   NPPS                                      11:11:31

NA04900        VOUCHER INFORMATION - SF 2812, SF 1812A, AND OPM1523 INSURANCE              24

LIFE INSURANCE:    EMPL  W.H.      GOVT. CONTR.    DEDUCTIONS  NOT DEDUCTED
   BASIC LIFE            A                  B              O          b
   OPT A STND            C                                 P          c
   OPT B ADDL            D                                 Q          d
   OPT C FAMILY          E                                 R          e
        TOTAL            F                                 S          f

OPT B BREAK OUT
   UNDER 35              G                                 T          g
      35-39              H                                 U          h
      40-44              I                                 V          i
      45-49              J                                 W          j
      50-54              K                                 X          k
      55-59              L                                 Y          l
      60-64              M                                 Z          m
      65-69              o                                 q          s
      70-74              p                                 r          t
      75-79              /A                                u          w
      80-UP              /B                                v          x

                         N                                 a          n


PF1 = HELP             PF3 = PREVIOUS            PF5 = MAIN MENU             PF12 = END
```

A. REG-TOT-EMP-BASIC-LIFE + FEGLI: Basic Life Adj + FEGLI: Basic YTD Cntl Diff

B. Total of (FEGLI: Govt Contr B/W + FEGLI: Govt Contr Adj + FEGLI: Govt Contr YTD Cntl Diff

C. REG-TOT-OPTION-A-INS + FEGLI: Opt 'A' Adj + FEGLI: Opt 'A' YTD

D. (G + H + I + J + K + L + M + o + p) + FEGLI: Opt 'B' Adj + FEGLI: Opt 'B' YTD

E. REG-TOT-OPTION-C-INS + FEGLI: Family Adj + FEGLI: Opt 'C' YTD

F. A + C + D + E

G. REG-TOT-OPT-B-AGE-GROUP-1 + By Age Group FEGLI-OPTIONAL-B-ADJ

H. REG-TOT-OPT-B-AGE-GROUP-2 + By Age Group FEGLI-OPTIONAL-B-ADJ

I. REG-TOT-OPT-B-AGE-GROUP-3 + By Age Group FEGLI-OPTIONAL-B-ADJ

J. REG-TOT-OPT-B-AGE-GROUP-4 + By Age Group FEGLI-OPTIONAL-B-ADJ

K. REG-TOT-OPT-B-AGE-GROUP-5 + By Age Group FEGLI-OPTIONAL-B-ADJ

L. REG-TOT-OPT-B-AGE-GROUP-6 + By Age Group FEGLI-OPTIONAL-B-ADJ

M. REG-TOT-OPT-B-AGE-GROUP-7 + By Age Group FEGLI-OPTIONAL-B-ADJ

o. REG-TOT-OPT-B-AGE-GROUP-8 + By Age Group FEGLI-OPTIONAL-B-ADJ

p. REG-TOT-OPT-B-AGE-GROUP-9 + By Age Group FEGLI-OPTIONAL-B-ADJ

/A. REG-TOT-OPT-B-AGE-GROUP-10 + By Age Group FEGLI-OPTIONAL-B-ADJ

/B. REG-TOT-OPT-B-AGE-GROUP-11 + By Age Group FEGLI-OPTIONAL-B-ADJ

N. G + H + I + J + K + L + M + o + p + /A + /B

O, P, Q, R, T, U, V, W, X, Y, Z, q, r, u, v: Count of Deductions in Category

b, c, d, e, g, h, i, j, k, l, m, s, t, w, x: Count of No Deductions in Category

S. O + P + Q + R + S

a. T + U + V + W + X + Y + Z + q + r + u + v

f. b + c + d + e

n. g + h + i + j + k + l + m + s + t + w + x

SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation Code equal to user designated center code
- Reactivation Indicator not equal 3
- Duty Status not equal 'Z'

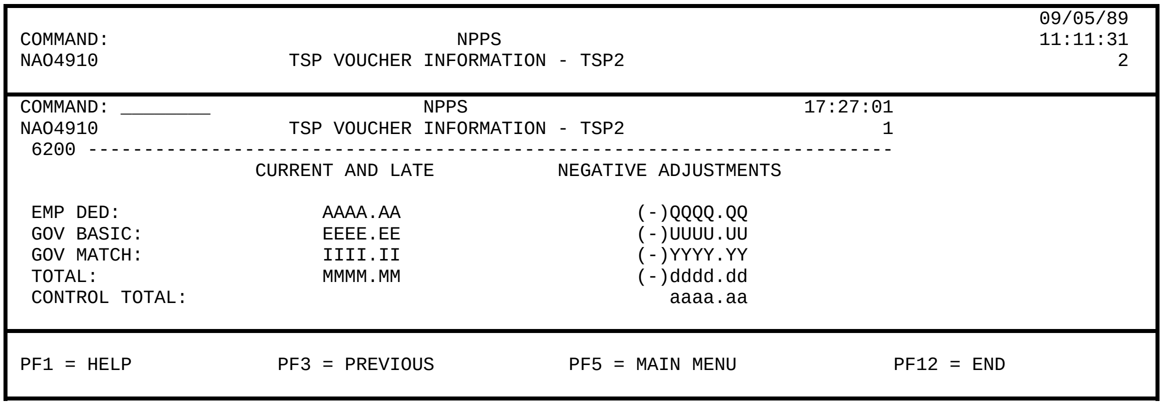
REPORT 961 TSP VOUCHER INFORMATION - TSP2

PAYROLL

PURPOSE: To provide current pay period information that will support preparation of TSP-2.

CONTENT: Total center TSP deduction and contribution dollars for the current pay period.

SEQUENCE: N/A



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                                                                                 09/05/89
COMMAND:                                   NPPS                                  11:11:31
NAO4910                  TSP VOUCHER INFORMATION - TSP2                                 2

COMMAND: ________                       NPPS                       17:27:01
NAO4910                  TSP VOUCHER INFORMATION - TSP2                   1
 6200 -------------------------------------------------------------------------
                     CURRENT AND LATE           NEGATIVE ADJUSTMENTS

 EMP DED:                  AAAA.AA                     (-)QQQQ.QQ
 GOV BASIC:                EEEE.EE                     (-)UUUU.UU
 GOV MATCH:                IIII.II                     (-)YYYY.YY
 TOTAL:                    MMMM.MM                     (-)dddd.dd
 CONTROL TOTAL:                                           aaaa.aa

PF1 = HELP             PF3 = PREVIOUS            PF5 = MAIN MENU             PF12 = END
```

A. Total of (TSP: Emp Dist G-Fund + TSP: Emp Curr TSP Ded G-Fund Adj + TSP: Rec 46 Emp G-Fund Amt* **+ TSP CATCHUP: B/W DED AMT + TSP CATCHUP: 86 ADJUSTMENT AMOUNT** + TSP CATCHUP: 88 ADJUSTMENT AMOUNT**)**

E. Total of (TSP: Govt Basic Amt G-Fund + TSP: Gov Basic Cur PP G-Fund Adj + TSP: Rec 46 G-B G-Fund Amt*)

I. Total of (TSP: Govt Match Amt G-Fund + TSP: Gov Match Cur PP G-Fund Adj + TSP: Rec 46 G-M G-Fund Amt*)

M. A + E + I

Q. Total of (TSP: Rec 26 Emp G-Fund Amt* **+ TSP CATCHUP: 29 ADJUSTMENT AMOUNT**)**

U. Total of (TSP: Rec 26 G-B G-Fund Amt*)

Y. Total of (TSP: Rec 26 G-M G-Fund Amt*)

d. Q + U + Y

a. p + g

SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation code equal to user designated center code

* For TSP Rec 16, Rec 26, Rec 46, selection criteria in file NPS2-PAY-TSP-ADJ-DATA

- TSP: Adjustment Date (1-78) not equal to 0
- Installation code equal to user designated center code
- TSP: Rec 26 is in PE (1-26), TSP: Rec 46 is in PE (27-52), TSP: Rec 16 is in PE (53-78)

** For TSP Catchup Rec 86, Rec 29, Rec 88, selection criteria in file NPS2-PAY-TSP-CU-ADJ-DATA

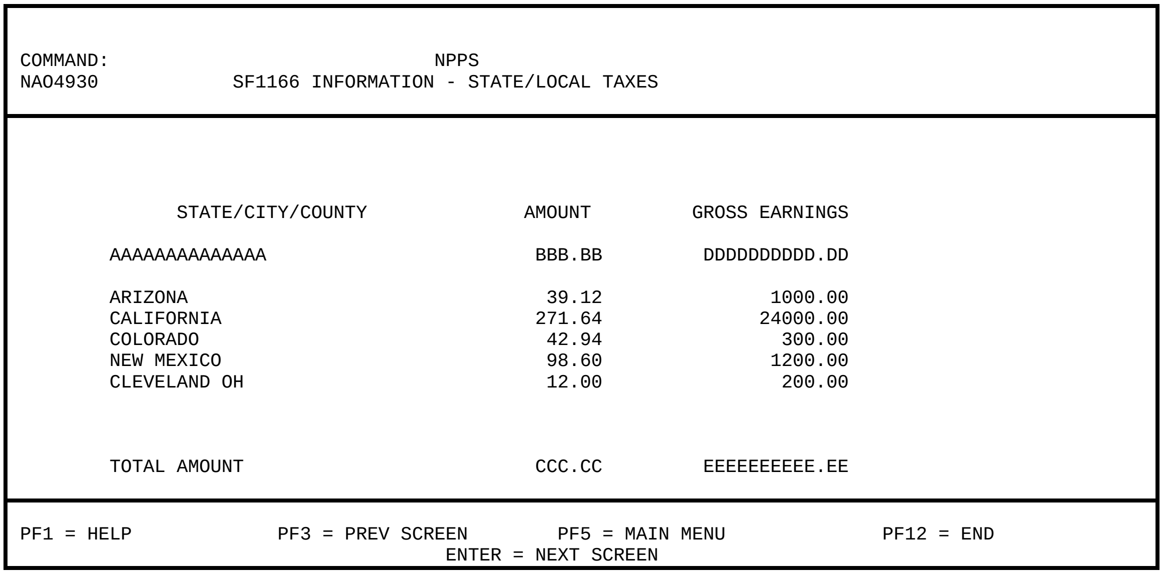
- TSP: Rec 86 is in PE (53-78), TSP: Rec 29 is in PE (1-26), TSP: Rec 88 is in PE (27-52)

REPORT 962 SF 1166 INFORMATION - STATE/LOCAL TAXES PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: Total center local tax deduction dollars for each local taxing entity and grand total for the current pay period.

SEQUENCE: By Taxing Authority Name



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COMMAND:                             NPPS
NA04930            SF1166 INFORMATION - STATE/LOCAL TAXES



              STATE/CITY/COUNTY              AMOUNT         GROSS EARNINGS

        AAAAAAAAAAAAAA                        BBB.BB          DDDDDDDDDD.DD

        ARIZONA                                39.12             1000.00
        CALIFORNIA                            271.64            24000.00
        COLORADO                               42.94              300.00
        NEW MEXICO                             98.60             1200.00
        CLEVELAND OH                           12.00              200.00



        TOTAL AMOUNT                          CCC.CC          EEEEEEEEEE.EE

PF1 = HELP             PF3 = PREV SCREEN        PF5 = MAIN MENU             PF12 = END
                                   ENTER = NEXT SCREEN
```

A. Taxing Authority Name

B. Total of [State Tax: B/W + State Tax: Cur Adjustment + State Tax: Frmr Adj + State Tax: Award B/W (if Award: Designated Agent Check not = Blank) + Award State Tax Deduction (for all Non-Personnel Action Cash Awards selected)] in that State
or
Total of (County Tax: B/W + County Tax: Adjustment) in that County
or
Total of [City Tax: B/W + City Tax: Cur Adj + City Tax: Frmr Adj + City Tax: Award B/W (if Award: Designated Agent Check not = Blank) + Award City Tax Deduction (for all Non-Personnel Action Cash Awards selected)] in that City

C. Grand total of B

D. Total of [State Gross Earnings + Award: Earnings (if Award: Designated Agent Check not = Blank and State Tax Code ne Blank) + Award Gross Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each State Code
or
Total of [City Gross Earnings + Award: Earnings (if Award: Designated Agent Check not = Blank) + Award Gross Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award City Tax Code not = Blank)] for each City Code

E. Grand total of D

SELECTION CRITERIA: Includes all employees with the following criteria:

- Center Code equals user designated center Code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0
- State Tax: Code not equal blank
- County Tax: Code not equal blank
- City Tax: Code not equal blank and

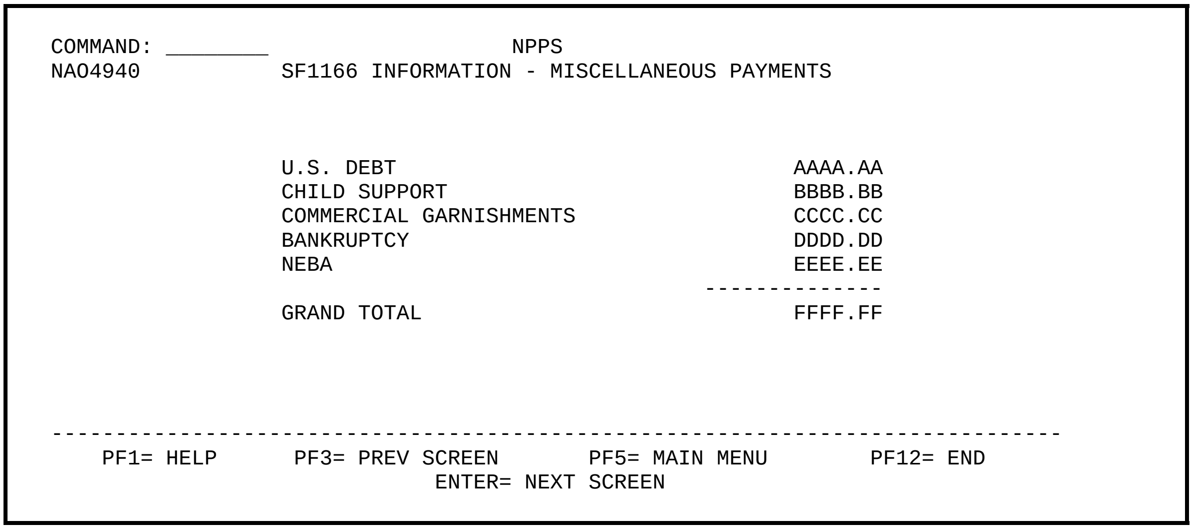
All Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not equal blank or Award City Tax Code not equal blank

REPORT 963 SF 1166 INFORMATION - MISCELLANEOUS PAYMENTS PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 1166 voucher and schedule of payments.

CONTENT: Total deductions for each miscellaneous payment for the current pay period.

SEQUENCE: N/A



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COMMAND: ________                  NPPS
NA04940           SF1166 INFORMATION - MISCELLANEOUS PAYMENTS



                  U.S. DEBT                               AAAA.AA
                  CHILD SUPPORT                           BBBB.BB
                  COMMERCIAL GARNISHMENTS                 CCCC.CC
                  BANKRUPTCY                              DDDD.DD
                  NEBA                                    EEEE.EE
                                                   --------------
                  GRAND TOTAL                             FFFF.FF




----------------------------------------------------------------------------------
    PF1= HELP      PF3= PREV SCREEN       PF5= MAIN MENU       PF12= END
                              ENTER= NEXT SCREEN
```

A. Total of Indebtedness Due U.S.: B/W

B. Total of Child Support: B/W (1-3)

C. Total of Garnishment: B/W (1-9)

D. Total of Bankruptcy: B/W

E. Total of NEBA: Total B/W

F. A + B + C + D + E

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Center Code equals user designated center Code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0

REPORT 964 ACCOUNTING INFORMATION – ACCTBRK (PAGE 1 OF 3) PAYROLL

PURPOSE: To provide current pay period information that will support the preparation of accounting information.

CONTENT: Current pay period deduction and contribution information.

SEQUENCE: N/A

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                                                                    92-08-04
COMMAND: ________                NPPS                               14:47:34
NA04950              ACCOUNTING INFORMATION - ACCTBRK  (1 OF 3)            5

-------------------------------------------------------------------------------

 NET PAY TO EMPLOYEES         AA,AAA.AA  BANKRUPTCY                  BB,BBB.BB
 FEDERAL INCOME TAX           CC,CCC.CC  BILL FOR COLLECTION         DD,DDD.DD
 FICA EMPLOYEES               EE,EEE.EE  MISC DEDUCTIONS             FF,FFF.FF
 FICA EMPLOYERS               GG,GGG.GG  STATE TAX                   HH,HHH.HH
 HIT EMPLOYEES                II,III.II  COUNTY TAX                  JJ,JJJ.JJ
 HIT EMPLOYERS                KK,KKK.KK  CITY TAX                    LL,LLL.LL
 NEBA INSURANCE               MM,MMM.MM  SAVINGS BONDS(REFUND)       RR,RRR.RR
 COMBINED FEDERAL CAMP.       NN,NNN.NN  ADVANCED PAY DEDUCTIONS     SS,SSS.SS
 UNION DUES                   OO,OOO.OO  LTC                         UU,UUU.UU
 CHILD SUPPORT                PP,PPP.PP  FSA HC                      VV,VVV.VV
 INDEBTEDNESS DUE U.S.        QQ,QQQ.QQ  FSA DC                      WW,WWW.WW
 COMMERCIAL GARNISHMENTS      TT,TTT.TT

-------------------------------------------------------------------------------
     PF1= HELP       PF3= PREVIOUS       PF5 = MAIN MENU        PF12 = END
                             ENTER= NEXT SCREEN
```

DATA ELEMENTS:

A. Total of Net Earnings: B/W + Total Of (Award: Amount - Federal Tax: Award B/W - City Tax: Award B/W - State Tax: Award B/W - HIT: Award B/W - FICA: Award B/W) If Award: Designated Agent Check not = Blank + Award Net Amount (for all Non-Personnel Action Cash Awards selected)

B. Total of Bankruptcy: B/W

C. Total of [Federal Tax: B/W + Federal Tax: Adjustment + Federal Tax: Award B/W (If Award: Designated Agent Check not = Blank) + Award Federal Tax Deduction (for all Non-Personnel Action Cash Awards selected)]

D. Total of Bill of Collection: Deduction

E. Total of [FICA: B/W + FICA: Adjustment + FICA: Award B/W (If Award: Designated Agent Check not = Blank) + Award OASDI Deduction Amount (for all Non-Personnel Action Cash Awards selected)]

F. Total of Miscellaneous Required Amt

G. Total of [FICA: Govt Contr B/W + FICA: Govt Contr Cur Adj + FICA: Govt Contr Cur Award (If Award: Designated Agent Check not = Blank) + Award OASDI Government Contribution Amount (for all Non-Personnel Action Cash Awards selected)]

H. Total of [State Tax: B/W + State Tax: Cur Adjustment (If State Tax:Code not = blank) + State Tax: Frmr Adj (If State Tax: Frmr Adj Code not = blank) + State Tax: Award B/W (If Award: Designated Agent Check not = Blank) + Award State Tax Deduction (for all Non-Personnel Action Cash Awards selected)]

I. Total of [HIT: B/W + HIT: Adjustment + HIT: Award B/W (If Award: Designated Agent Check not = Blank) + Award HIT Deduction Amount (for all Non-Personnel Action Cash Awards selected)]

J. Total of (County Tax: B/W + County Tax: Adjustment) If County Tax: Code not = blank

K Total of [HIT: Govt Contr B/W + HIT: Govt Contr Cur Adj + HIT: Govt Contr Cur Award (If Award: Designated Agent Check not = Blank) + Award HIT Government Contribution Amount (for all Non-Personnel Action Cash Awards selected)]

L. Total of [City Tax: B/W + City Tax: Adjustment (If City Tax: Code not = blank) + City Tax: Award B/W (If Award: Designated Agent Check not = Blank) + Award City Tax Deduction (for all Non-Personnel Action Cash Awards selected)]

M. Total of NEBA: Total B/W

N. Total of (CFC: B/W + CFC: Adjustment) If CFC: Agency Code not = 0 or blank

O. Total of (Union Dues: B/W + Union Dues: Adjustment) If Union Code not = 0

P. Total of Child Support: B/W (1-3)

Q. Total of Indebtedness Due U.S.: B/W (1-5)

R. Total of (Bond: B/W - Bond: Refund)

S. Total of (Empl Adv Pay Ded BW Amt + Empl Adv Pay Adj BW Amt)

T. Total of Empl Grnsh Crnt Ded Amt (1-9)

U. Total of (LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction)

V. Total of FSA HC: BW DED

W. Total of FSA DC: BW DED

SELECTION CRITERIA

Includes all employees with the following criteria:

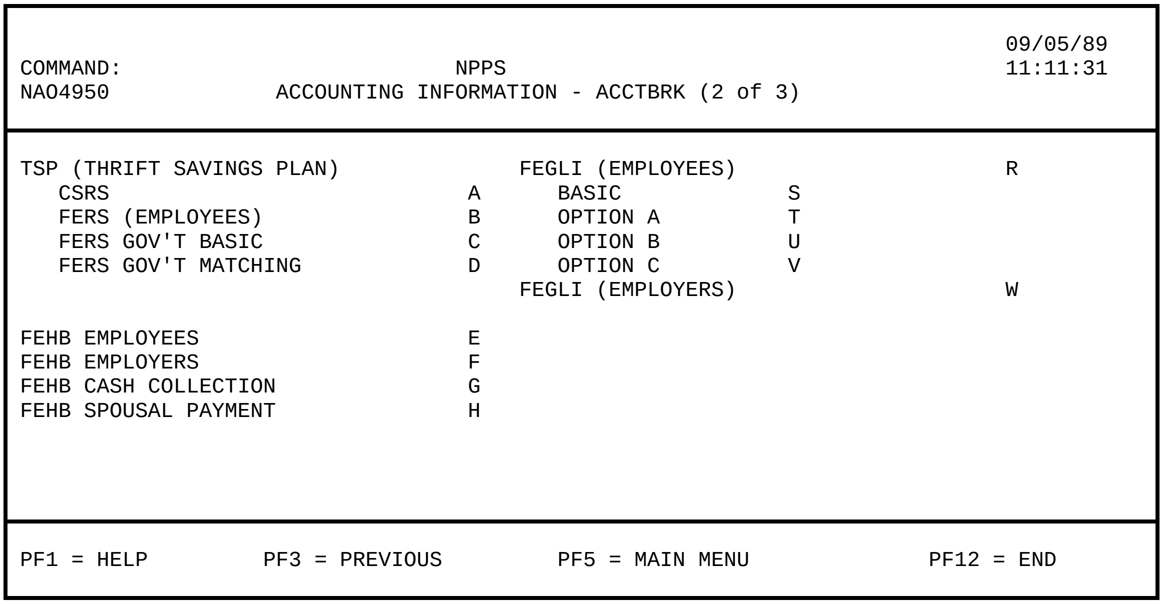
- Installation Code equals user designated Center Code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0 and
- All Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

REPORT 964 **ACCOUNTING INFORMATION – ACCTBRK** **(PAGE 2 OF 3)** PAYROLL

PURPOSE: To provide current pay period information that will support the preparation of accounting information.

CONTENT: Current pay period deduction and contribution information.

SEQUENCE: N/A



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                                                                                  09/05/89
COMMAND:                                    NPPS                                  11:11:31
NA04950              ACCOUNTING INFORMATION - ACCTBRK (2 of 3)

TSP (THRIFT SAVINGS PLAN)                  FEGLI (EMPLOYEES)                  R
   CSRS                            A          BASIC              S
   FERS (EMPLOYEES)                B          OPTION A           T
   FERS GOV'T BASIC                C          OPTION B           U
   FERS GOV'T MATCHING             D          OPTION C           V
                                           FEGLI (EMPLOYERS)                  W

FEHB EMPLOYEES                     E
FEHB EMPLOYERS                     F
FEHB CASH COLLECTION               G
FEHB SPOUSAL PAYMENT               H

PF1 = HELP         PF3 = PREVIOUS         PF5 = MAIN MENU               PF12 = END
```

A. Total of (TSP: Emp Dist G,F,C-Fund + TSP: Emp Adj G,F,C-Fund + TSP Catchup: B/W Ded AMT + TSP Catchup: Emp Ded Adj Tot)
If Retirement Plan = '1', '6', 'R', 'T', 'C', 'E'

B. Total Of (TSP: Emp Dist G,F,C-Fund + TSP: Emp Adj G,F,C-Fund + TSP Catchup: B/W Ded AMT + TSP Catchup: Emp Ded Adj Tot)
If Retirement Plan not = '1', '6', 'R', 'T', 'C', 'E'

C. Total Of (TSP: Govt Basic Amt G,F,C-Fund + TSP: Govt Basic Adj G,F,C-Fund) Regardless of Retirement Plan

D. Total of (TSP: Govt Match Amt G,F,C-Fund + TSP: Govt Match Adj G,F,C-Fund) Regardless of Retirement Plan

E. Total Of [FEHB: B/W + FEHB: Prior Adj (If FEHB: Prior Plan Code not = Blank, 'ZZX', 'ZZY' or 'ZZZ') + FEHB: Cur Adj (If FEHB: Prior Plan Code not = Blank, 'ZZX', 'ZZY' or 'ZZZ')]

F. Total Of [FEHB: Govt Contr B/W (if FEHB: Contribution Flag not = 'Y') + FEHB: Govt Contr Prior Adj (If FEHB: Prior Plan Code not = Blank, 'ZZX', 'ZZY' or 'ZZZ') + FEHB: Current Govt Adj Erngs]

H. Total Of FEHB: Spousal Cash Payment (If Pay-Spousal-Center = User Designated Center Code And Pay-Spousal-Data-Date < Pay Cntl: Current Pp Begin Date + 3 or Pay-Spousal-Data-Date > Pay Cntl: Current Pp Ending Date + 3)

G. Total Of FEHB: Cash Collection

R. S + T + U + V

S. Total Of (FEGLI: Basic B/W + FEGLI: Basic Life Adj)
T. Total Of (FEGLI: Standard Opt 'A' B/W + FEGLI: Opt A Adj)
U. Total Of (FEGLI: Optional 'B' B/W + FEGLI: Opt B Adj)
V. Total Of (FEGLI: Family B/W + FEGLI: Family Adj)
W. Total Of ((FEGLI: Basic B/W / 2) + FEGLI: Govt Contr Adj)

SELECTION CRITERIA:
Includes all employees with the following criteria:

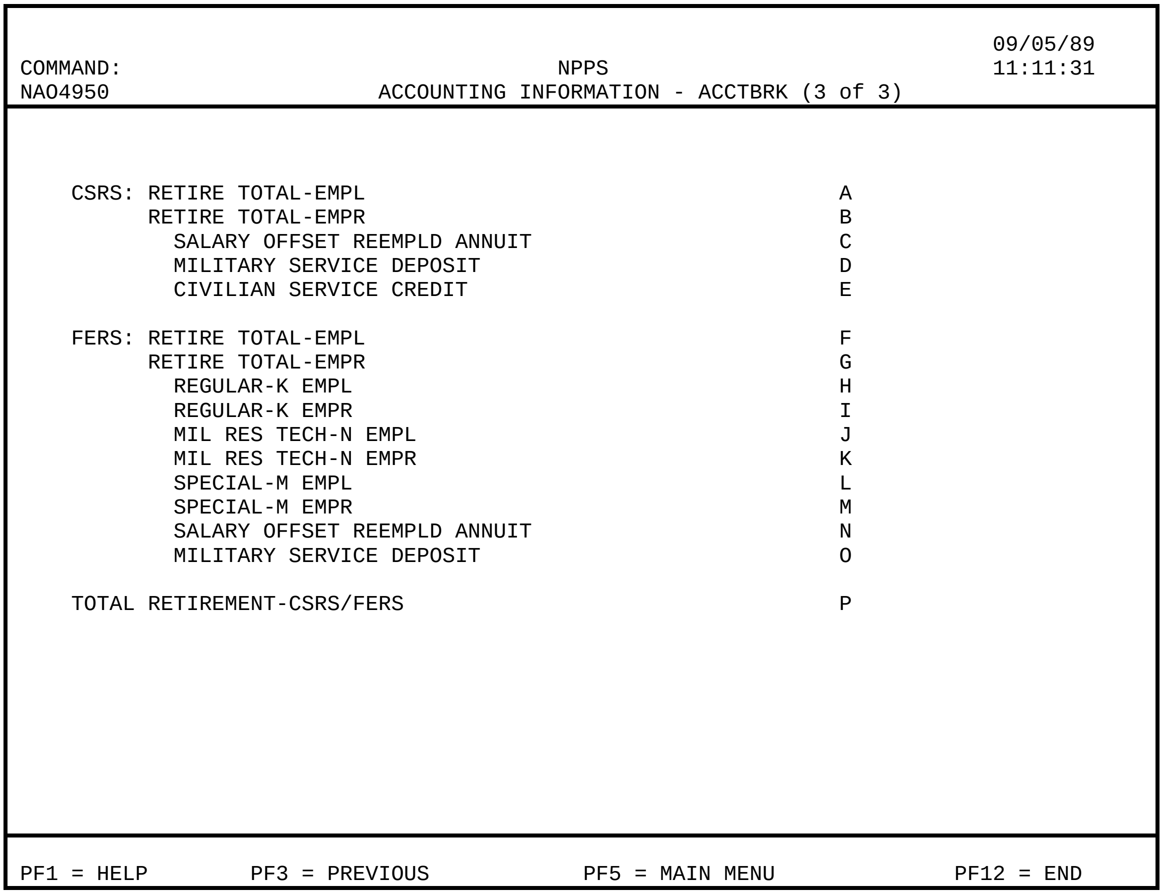
- Installation Code equals user designated Center Code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0

REPORT 964 ACCOUNTING INFORMATION - ACCTBRK (PAGE 3 OF 3) PAYROLL

PURPOSE: To provide current pay period information that will support the preparation of accounting information.

CONTENT: Current pay period deduction and contribution information.

SEQUENCE: N/A



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                                                                      09/05/89
COMMAND:                                     NPPS                     11:11:31
NA04950                     ACCOUNTING INFORMATION - ACCTBRK (3 of 3)



    CSRS: RETIRE TOTAL-EMPL                                  A
          RETIRE TOTAL-EMPR                                  B
            SALARY OFFSET REEMPLD ANNUIT                     C
            MILITARY SERVICE DEPOSIT                         D
            CIVILIAN SERVICE CREDIT                          E

    FERS: RETIRE TOTAL-EMPL                                  F
          RETIRE TOTAL-EMPR                                  G
            REGULAR-K EMPL                                   H
            REGULAR-K EMPR                                   I
            MIL RES TECH-N EMPL                              J
            MIL RES TECH-N EMPR                              K
            SPECIAL-M EMPL                                   L
            SPECIAL-M EMPR                                   M
            SALARY OFFSET REEMPLD ANNUIT                     N
            MILITARY SERVICE DEPOSIT                         O

    TOTAL RETIREMENT-CSRS/FERS                               P







PF1 = HELP        PF3 = PREVIOUS          PF5 = MAIN MENU             PF12 = END
```

A. Total of [CSRS: B/W + Retirement: Employee Adj (If Retirement Plan = '1', '6', 'C', 'E', 'R', 'T') + CSRS: Adjustment (If Retirement Code: Former Adj = '1', '6', 'C', 'E', 'R', 'T') + D + E]

B. Total of [CSRS: Govt Contr B/W + Retirement: Government Adj (If Retirement Plan = '1', '6', 'C', 'E', 'R', 'T') + CSRS: Former Retire Current Adj (If Retirement Code: Former Adj = '1', '6', 'C', 'E', 'R', 'T') + C]

C. Total of (Salary: Offset + CSRS: Current Salary Offset Adj) If Retirement Plan not = 'K', 'L', 'M', 'N' and Annuitant Indicator = '1', '4', or '5'

D. Total of (CSRS: Mil Dep B/W + CSRS: Mil Dep Cash Pmt)

E. Total of (Civil Serv Credit: B/W + Civil Serv Credit: Adjustment)

F. H + J + L + O

G. I + K + M + N

H. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = 'K') + FERS: Adjustment (If Retirement Code: Former Adj = 'K')]

I. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = 'K') + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = 'K')]

J. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = 'N') + FERS: Adjustment (If Retirement Code: Former Adj = 'N')]

K. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = 'N') + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = 'N')]

L. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = 'M') + FERS: Adjustment (If Retirement Code: Former Adj = 'M')]

M. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = 'M') + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = 'M')]

N. Total of (Salary: Offset + FERS: Current Salary Offset Adj) If Retirement Plan = 'K', 'L', 'M', 'N', '2' and Annuitant Indicator = 'A', 'C', or 'E'

O. Total of (FERS: Mil Dep B/W + FERS: Mil Dep Cash Pmt)

P. A + B + F + G

SELECTION CRITERIA:
Includes all employees with the following criteria:

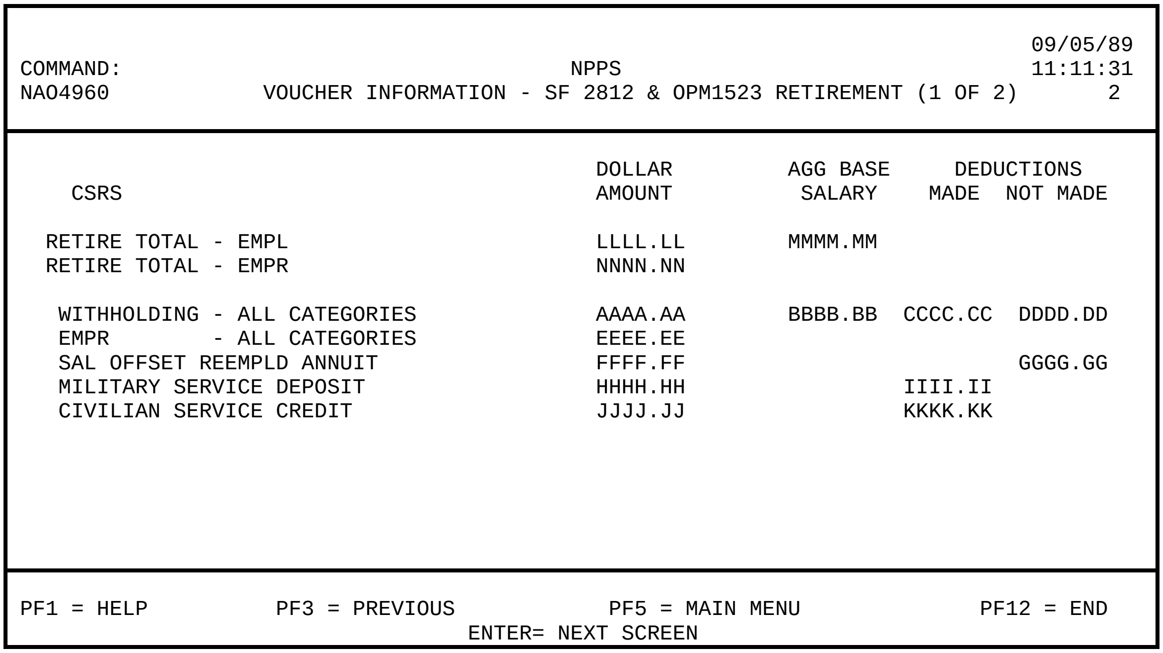
- Installation Code equals user designated Center Code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0

REPORT 965 **VOUCHER INFORMATION - SF 2812 & OPM1523 RETIREMENT (1 OF 2)** PAYROLL

PURPOSE: To provide current pay period information that will support preparation of SF 2812 and OPM1523.

CONTENT: Total center CSRS and FERS deduction dollars for the current pay period.

SEQUENCE: N/A



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                                                                               09/05/89
COMMAND:                                   NPPS                                11:11:31
NA04960            VOUCHER INFORMATION - SF 2812 & OPM1523 RETIREMENT (1 OF 2)       2

                                             DOLLAR         AGG BASE     DEDUCTIONS
    CSRS                                     AMOUNT          SALARY    MADE   NOT MADE

  RETIRE TOTAL - EMPL                        LLLL.LL        MMMM.MM
  RETIRE TOTAL - EMPR                        NNNN.NN

   WITHHOLDING - ALL CATEGORIES              AAAA.AA        BBBB.BB  CCCC.CC  DDDD.DD
   EMPR        - ALL CATEGORIES              EEEE.EE
   SAL OFFSET REEMPLD ANNUIT                 FFFF.FF                          GGGG.GG
   MILITARY SERVICE DEPOSIT                  HHHH.HH                 IIII.II
   CIVILIAN SERVICE CREDIT                   JJJJ.JJ                 KKKK.KK

PF1 = HELP          PF3 = PREVIOUS             PF5 = MAIN MENU             PF12 = END
                                   ENTER= NEXT SCREEN
```

A. Total of (CSRS: B/W + CSRS: Adjustment + Retirement: Employee Adj + CSRS: YTD Cntl Diff) If Retirement Plan, Retirement Code: Former Adj = '1', 'R', '6', 'T', 'C' Or 'E'

B. Total of (Base Earnings: B/W) If Retirement Plan = '1', 'R', '6', 'T', 'C' Or 'E'

C. Count of Deductions in Category If Retirement Plan = '1', 'R', '6', 'T','C' Or 'E'

D. Count of No Deductions in Category If Retirement Plan = '1', 'R', '6', 'T', 'C' Or 'E'

E. Total of (CSRS: Govt Contr B/W + Retirement: Government Adj + CSRS: Former Retire Current Adj + CSRS: Govt Contr YTD Cntl Diff) If Retirement Plan, Retirement Code: Former Adj = '1', 'R', '6', 'T', 'C' Or 'E'

F. Total of (Salary: Offset + CSRS: Current Salary Offset Adj) if Retirement Plan not equal 'K','N','M', or 'L' and Annuitant Indicator = 1, 4, 5

G. Count of No Deductions in Category if Retirement Plan not equal 'K','N','M', or 'L' and Annuitant Indicator = 1, 4, 5

H. Total of (CSRS: Mil Dep B/W + CSRS: Mil Dep Cash Pmt + CSRS: Mil Dep Cntl YTD Diff)

I. Count of Deductions in Category

DATA ELEMENTS (cont’d)

J. Total of (Civil Serv Credit: B/W + Civil Serv Credit: Adjustment + Civil Serv Credit: YTD Cntl Diff)
K. Count of Deductions in Category
L. A + H + J
N. E + F
M. B

SELECTION CRITERIA

Includes all employees with the following criteria:

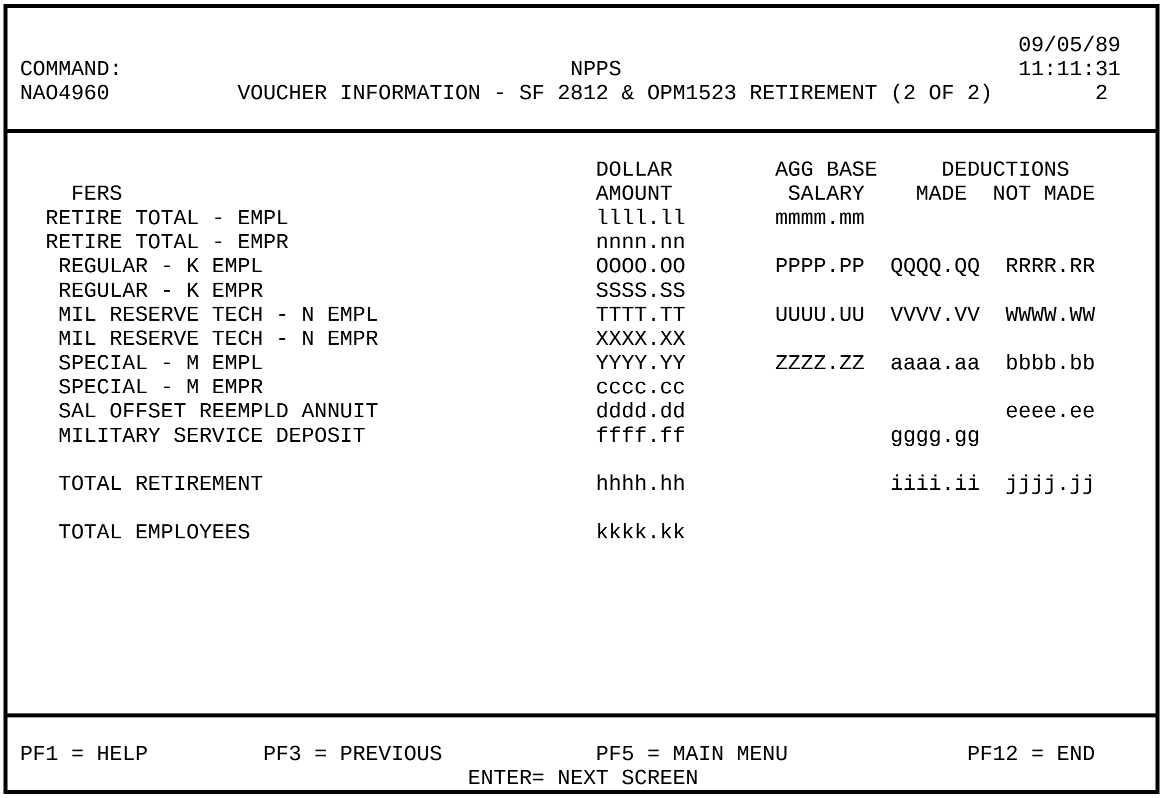
- Installation code equals user designated center code
- Duty Status not equal 'Z' or Reactivation Indicator not equal '3'

REPORT 965 VOUCHER INFORMATION - SF 2812 & OPM1523 RETIREMENT (2 of 2)

PURPOSE: To provide current pay period information that will support preparation of SF 2812 and OPM1523.

CONTENT: Total center CSRS and FERS deduction dollars for the current pay period.

SEQUENCE: N/A



```
                                                                              09/05/89
COMMAND:                                   NPPS                               11:11:31
NA04960          VOUCHER INFORMATION - SF 2812 & OPM1523 RETIREMENT (2 OF 2)        2

                                             DOLLAR        AGG BASE     DEDUCTIONS
    FERS                                     AMOUNT         SALARY    MADE  NOT MADE
  RETIRE TOTAL - EMPL                        llll.ll       mmmm.mm
  RETIRE TOTAL - EMPR                        nnnn.nn
   REGULAR - K EMPL                          OOOO.OO       PPPP.PP  QQQQ.QQ  RRRR.RR
   REGULAR - K EMPR                          SSSS.SS
   MIL RESERVE TECH - N EMPL                 TTTT.TT       UUUU.UU  VVVV.VV  WWWW.WW
   MIL RESERVE TECH - N EMPR                 XXXX.XX
   SPECIAL - M EMPL                          YYYY.YY       ZZZZ.ZZ  aaaa.aa  bbbb.bb
   SPECIAL - M EMPR                          cccc.cc
   SAL OFFSET REEMPLD ANNUIT                 dddd.dd                         eeee.ee
   MILITARY SERVICE DEPOSIT                  ffff.ff                gggg.gg

   TOTAL RETIREMENT                          hhhh.hh                iiii.ii  jjjj.jj

   TOTAL EMPLOYEES                           kkkk.kk






PF1 = HELP         PF3 = PREVIOUS            PF5 = MAIN MENU             PF12 = END
                                   ENTER= NEXT SCREEN
```

O. Total of (FERS: B/W + FERS: Adjustment + Retirement: Employee Adj + FERS: (K) YTD Cntl Diff) If Retirement Plan, Retirement Code: Former Adj = 'K'

P. Total of (Base Earnings: B/W if Retirement Plan = 'K'

Q. Count of Deductions in Category if Retirement Plan = 'K'

R. Count of No Deductions in Category if Retirement Plan = 'K'

S. Total of (FERS: Govt Contr B/W + Retirement: Government Adj + FERS: Former Retire Cur Adj + FERS: Govt (K) YTD Cntl Diff) if Retirement Plan, Retirement Code: Former Adj = 'K'

T. Total of (FERS: B/W + FERS: Adjustment + Retirement: Employee Adj + FERS: (N) YTD Cntl Diff) If Retirement Plan, Retirement Code: Former Adj = 'N'

U. Total of (Base Earnings: B/W if Retirement Plan = 'N'

V. Count of Deductions in Category if Retirement Plan = 'N'

W. Count of No Deductions in Category if Retirement Plan = 'N'

DATA ELEMENTS (cont'd)

X. Total of (FERS: Govt Contr B/W + Retirement: Government Adj + FERS: Former Retire Cur Adj + FERS: Govt (N) YTD Cntl Diff) if Retirement Plan, Retirement Code: Former Adj = 'N'

Y. Total of (FERS: B/W + FERS: Adjustment + Retirement: Employee Adj + FERS: (M) YTD Cntl Diff) If Retirement Plan, Retirement Code: Former Adj = 'M'

Z. Total of (Base Earnings: B/W if Retirement Plan = 'M'

a. Count of Deductions in Category if Retirement Plan = 'M'

b. Count of No Deductions in Category if Retirement Plan = 'M'

c. Total of (FERS: Govt Contr B/W + Retirement: Government Adj + FERS: Former Retire Cur Adj + FERS: Govt (M) YTD Cntl Diff) if Retirement Plan, Retirement Code: Former Adj = 'M'

d. Total of (Salary: Offset + FERS: Current Salary Offset Adj) if Retirement Plan = 'K', 'N', 'M', 'L', or '2' and Annuitant Indicator = 'A', 'C', 'E'

e. Count of No Deductions in Category if Retirement Plan = 'K', 'N', 'M', 'L', or '2' and Annuitant Indicator = 'A', 'C', 'E'

f. Total of (FERS: Mil Dep B/W + FERS: Mil Dep Cash Pmt + FERS: Mil Dep YTD Cntl Diff)

g. Count of Deductions in Category

h. (L + N)(page 1) + (l + n)(page 2)

i. [(Q + V + a + g) (page 2) + (C + I + K)(page 1)]

j. [(R + W + b + e)(page 2) + (D + G)(page 1)]

k. Count of Employees

l. O + T + Y + f

m. P + U + Z

n. S + X + c + d

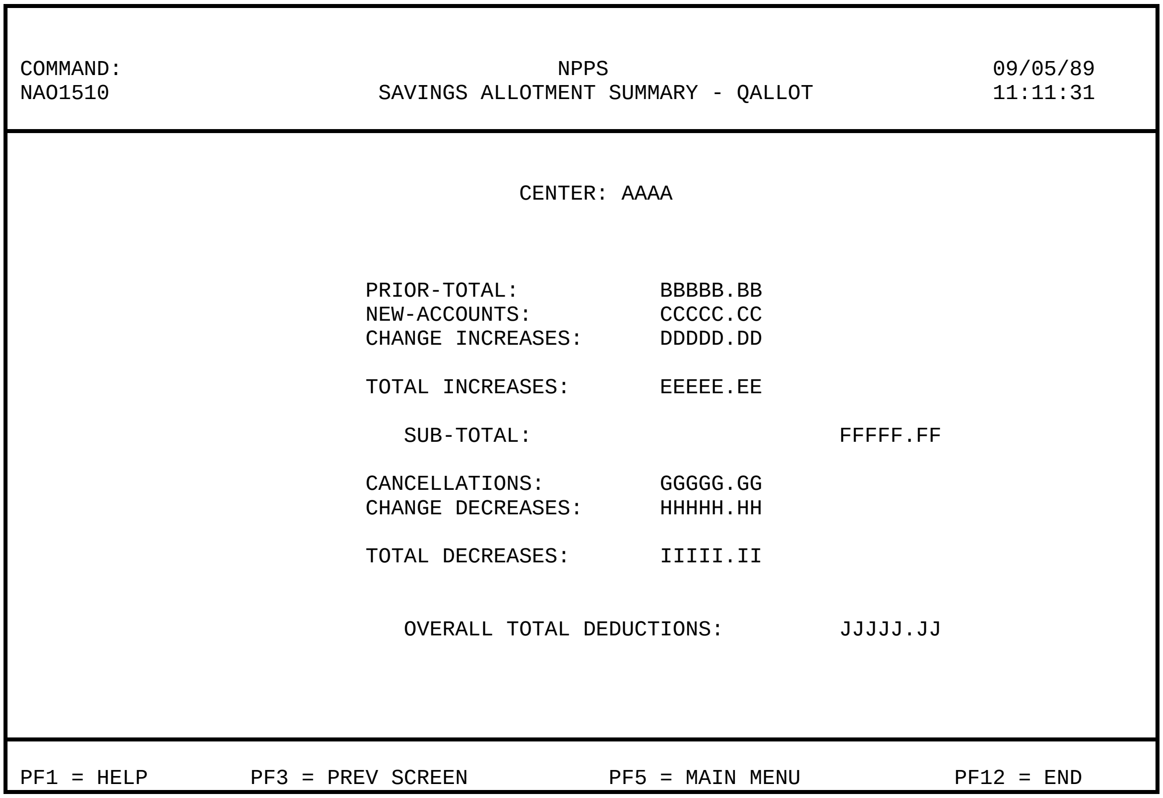
SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty Status not equal 'Z' or Reactivation Indicator not equal '3'

REPORT 967 SAVINGS ALLOTMENT SUMMARY - QALLOT PAYROLL

PURPOSE: To report Current Pay Period YTD changes to Allotment Data.
CONTENT: Summary of Allotment Data changes for Center.
SEQUENCE: N/A



```
COMMAND:                           NPPS                                 09/05/89
NAO1510                  SAVINGS ALLOTMENT SUMMARY - QALLOT             11:11:31

                                 CENTER: AAAA


                          PRIOR-TOTAL:            BBBBB.BB
                          NEW-ACCOUNTS:           CCCCC.CC
                          CHANGE INCREASES:       DDDDD.DD

                          TOTAL INCREASES:        EEEEE.EE

                             SUB-TOTAL:                          FFFFF.FF

                          CANCELLATIONS:          GGGGG.GG
                          CHANGE DECREASES:       HHHHH.HH

                          TOTAL DECREASES:        IIIII.II

                             OVERALL TOTAL DEDUCTIONS:           JJJJJ.JJ


PF1 = HELP        PF3 = PREV SCREEN           PF5 = MAIN MENU           PF12 = END
```

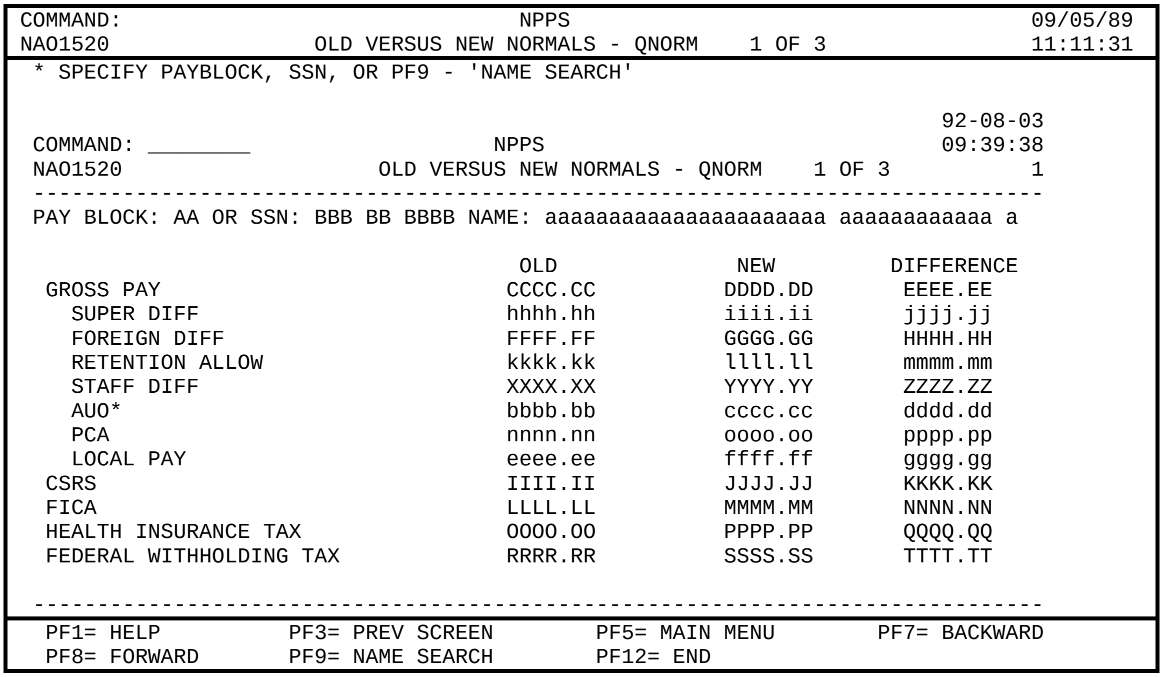
A. Installation Code
B. Prior Pay Period total of Voluntary Allot: Requested Amt (1+2)
C. Current Pay Period total of new Voluntary Allot: Requested Amt (1+2)
D. Current Pay Period total of increases to Voluntary Allot: Requested Amt (1+2) existing at the beginning of the pay period
E. C + D
F. B + C + D
G. Current Pay Period total of cancelled Voluntary Allot: Requested Amt (1+2)
H. Current Pay Period total of decreases to Voluntary Allot: Requested Amt (1+2) existing at the beginning of the pay period
I. G + H
J. F - I

REPORT 968 **OLD VERSUS NEW NORMALS – QNORM** **(Page 1 of 3)** PAYROLL

PURPOSE: To display normal pay controls comparing previous and current pay periods.

CONTENT: Center, Pay Block, or Individual comparisons of old normals versus newly calculated normals. (Pay Code equal 1)

SEQUENCE: N/A



```
COMMAND:                                NPPS                                  09/05/89
NAO1520                OLD VERSUS NEW NORMALS - QNORM    1 OF 3               11:11:31
 * SPECIFY PAYBLOCK, SSN, OR PF9 - 'NAME SEARCH'

                                                                       92-08-03
 COMMAND: ________                    NPPS                             09:39:38
 NAO1520                   OLD VERSUS NEW NORMALS - QNORM    1 OF 3           1
 -------------------------------------------------------------------------------
 PAY BLOCK: AA OR SSN: BBB BB BBBB NAME: aaaaaaaaaaaaaaaaaaaaaa aaaaaaaaaaaa a

                                      OLD              NEW         DIFFERENCE
  GROSS PAY                          CCCC.CC          DDDD.DD        EEEE.EE
    SUPER DIFF                       hhhh.hh          iiii.ii        jjjj.jj
    FOREIGN DIFF                     FFFF.FF          GGGG.GG        HHHH.HH
    RETENTION ALLOW                  kkkk.kk          llll.ll        mmmm.mm
    STAFF DIFF                       XXXX.XX          YYYY.YY        ZZZZ.ZZ
    AUO*                             bbbb.bb          cccc.cc        dddd.dd
    PCA                              nnnn.nn          oooo.oo        pppp.pp
    LOCAL PAY                        eeee.ee          ffff.ff        gggg.gg
  CSRS                               IIII.II          JJJJ.JJ        KKKK.KK
  FICA                               LLLL.LL          MMMM.MM        NNNN.NN
  HEALTH INSURANCE TAX               OOOO.OO          PPPP.PP        QQQQ.QQ
  FEDERAL WITHHOLDING TAX            RRRR.RR          SSSS.SS        TTTT.TT

 -------------------------------------------------------------------------------
  PF1= HELP           PF3= PREV SCREEN         PF5= MAIN MENU         PF7= BACKWARD
  PF8= FORWARD        PF9= NAME SEARCH         PF12= END
```

* The label AUO will be replaced with AVAIL PAY at the employee level (if employee has availability pay) and AUO/AVAIL PAY at the pay block and center totals level.

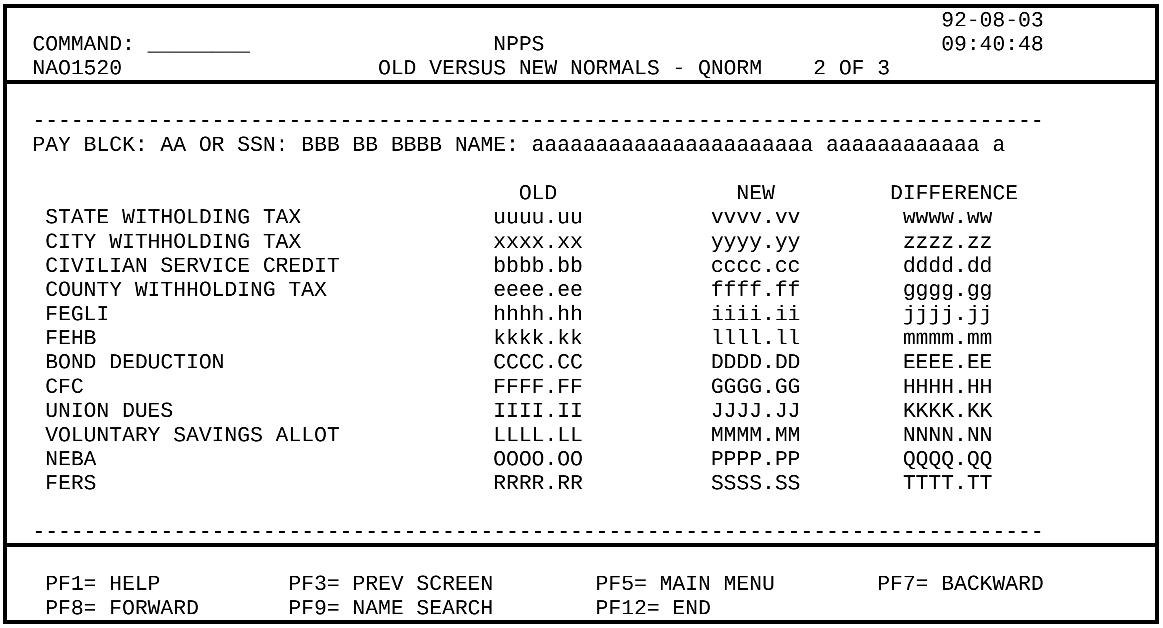
A. User Pay Block Selection ('99' For Center)
B. User SSN Selection
C. Gross Earnings: Normal (Old)
D. Gross Earnings: Normal
E. D - C
F. Foreign Diff: Normal (Old)
G. Foreign Diff: Normal
H. G - F
I. CSRS: Normal (Old)
J. CSRS: Normal
K. J - I
L. FICA: Normal (Old)
M. FICA: Normal
N. M - L
O. HIT: Normal (Old)
P. HIT: Normal
Q. P - O
R. Federal Tax: Normal (Old)
S. Federal Tax: Normal
T. S - R
Y. Empl New Norm Staff Diff Amt
X. Empl Old Norm Staff Diff Amt
Z. Y - X
a. Name (Last, First, MI)
b. Empl Old Norm Admn Uctrd OT Amt (default) or Availability Pay: Norm Old (if > 0)
c. Empl New Norm Admn Uctrd OT Amt (default) or Availability Pay: Norm New (if > 0)
d. b - a
e. Empl Old Norm Local Pay Amt
f. Empl New Norm Local Pay Amt
g. e - d
h. Supervisory Diff: Old Norm
i. Supervisory Diff: New Norm
j. i - h
k. Retention Allowance: Old Norm
l. Retention Allowance: New Norm
m. l - k
n. PCA Biweek Old Normal Earn
o. PCA Biweek New Normal Earn
p. o - n

REPORT 968 OLD VERSUS NEW NORMALS – QNORM (Page 2 of 3) PAYROLL

PURPOSE: To display normal pay controls comparing previous and current pay periods.

CONTENT: Center, Pay Block or Individual comparisons of old normals versus newly calculated normals. (Pay Code equal 1)

SEQUENCE: N/A



```
                                                                           92-08-03
 COMMAND: ________                   NPPS                                  09:40:48
 NA01520                    OLD VERSUS NEW NORMALS - QNORM     2 OF 3

 -------------------------------------------------------------------------------
 PAY BLCK: AA OR SSN: BBB BB BBBB NAME: aaaaaaaaaaaaaaaaaaaaaa aaaaaaaaaaaa a

                                       OLD              NEW          DIFFERENCE
  STATE WITHOLDING TAX               uuuu.uu          vvvv.vv          wwww.ww
  CITY WITHHOLDING TAX               xxxx.xx          yyyy.yy          zzzz.zz
  CIVILIAN SERVICE CREDIT            bbbb.bb          cccc.cc          dddd.dd
  COUNTY WITHHOLDING TAX             eeee.ee          ffff.ff          gggg.gg
  FEGLI                              hhhh.hh          iiii.ii          jjjj.jj
  FEHB                               kkkk.kk          llll.ll          mmmm.mm
  BOND DEDUCTION                     CCCC.CC          DDDD.DD          EEEE.EE
  CFC                                FFFF.FF          GGGG.GG          HHHH.HH
  UNION DUES                         IIII.II          JJJJ.JJ          KKKK.KK
  VOLUNTARY SAVINGS ALLOT            LLLL.LL          MMMM.MM          NNNN.NN
  NEBA                               OOOO.OO          PPPP.PP          QQQQ.QQ
  FERS                               RRRR.RR          SSSS.SS          TTTT.TT

 -------------------------------------------------------------------------------

  PF1= HELP          PF3= PREV SCREEN         PF5= MAIN MENU         PF7= BACKWARD
  PF8= FORWARD       PF9= NAME SEARCH         PF12= END
```

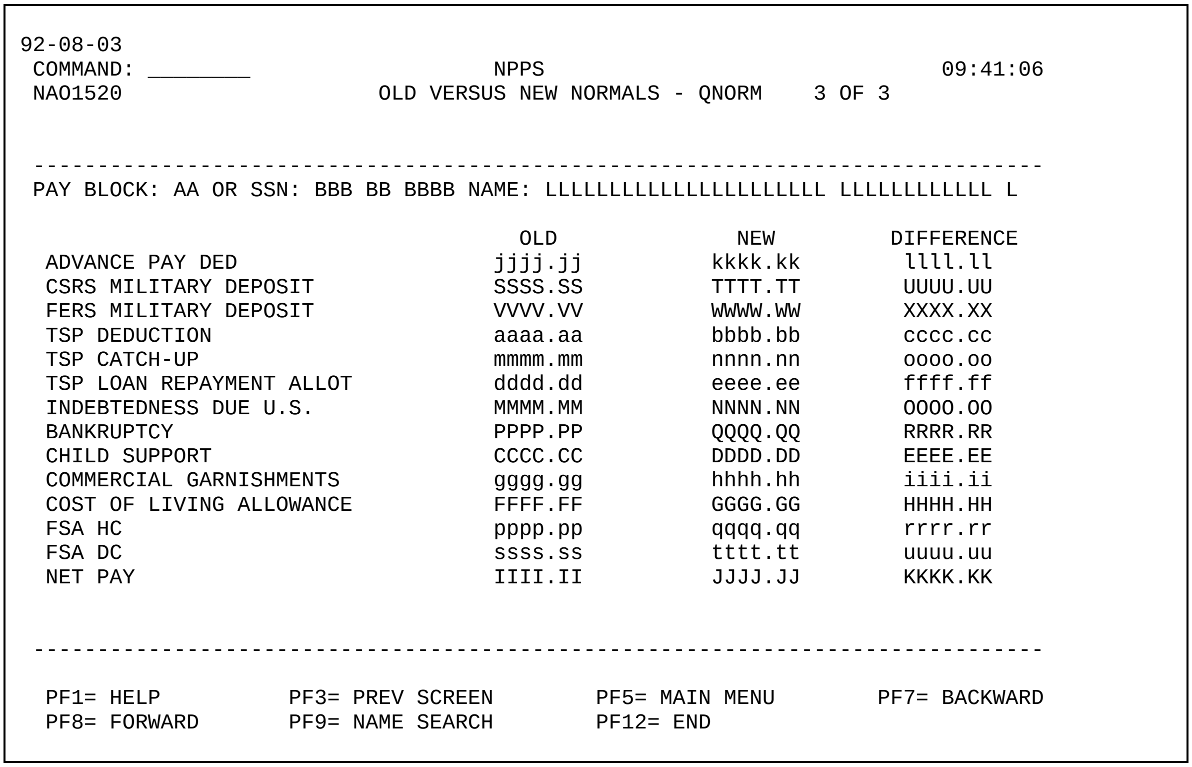
A. User Pay Block Selection ('99' For Center)
B. User SSN Selection
C. Bond: Normal (Old)
D. Bond: Normal
E. D - C
F. CFC: Normal (Old)
G. CFC: Normal
H. G - F
I. Union Dues: Normal (Old)
J. Union Dues: Normal
K. J - I
L. Voluntary Allot: Normal (Old)
M. Voluntary Allot: Normal
N. M - L
O. NEBA: Normal (Old)
P. NEBA: Normal
Q. P - O
R. FERS: Normal (Old)
S. FERS: Normal
T. S - R
U. State Tax: Normal (Old)
V. State Tax: Normal
W. V - U
X. City Tax: Normal (Old)
Y. City Tax: Normal
Z. Y - X
a. Name (Last, First, MI)
b. Civil Serv Credit: Normal (Old)
c. Civil Serv Credit: Normal
d. c - b
e. County Tax : Normal (Old)
f. County Tax : Normal
g. f - e
h. FEGLI: Normal (Old)
i. FEGLI: Normal
j. h - g
k. FEHB: Normal (Old)
l. FEHB: Normal
m. k - j

REPORT 968 OLD VERSUS NEW NORMALS - QNORM (Page 3 of 3) PAYROLL

PURPOSE: To display normal pay controls comparing previous and current pay periods.

CONTENT: Center, Pay Block or Individual comparisons of old normals versus newly calculated normals. (Pay Code equal 1)

SEQUENCE: N/A



```
92-08-03
 COMMAND: ________                    NPPS                             09:41:06
 NAO1520                   OLD VERSUS NEW NORMALS - QNORM    3 OF 3


 ------------------------------------------------------------------------------
 PAY BLOCK: AA OR SSN: BBB BB BBBB NAME: LLLLLLLLLLLLLLLLLLLLLL LLLLLLLLLLLL L

                                        OLD              NEW         DIFFERENCE
  ADVANCE PAY DED                     jjjj.jj          kkkk.kk         llll.ll
  CSRS MILITARY DEPOSIT               SSSS.SS          TTTT.TT         UUUU.UU
  FERS MILITARY DEPOSIT               VVVV.VV          WWWW.WW         XXXX.XX
  TSP DEDUCTION                       aaaa.aa          bbbb.bb         cccc.cc
  TSP CATCH-UP                        mmmm.mm          nnnn.nn         oooo.oo
  TSP LOAN REPAYMENT ALLOT            dddd.dd          eeee.ee         ffff.ff
  INDEBTEDNESS DUE U.S.               MMMM.MM          NNNN.NN         OOOO.OO
  BANKRUPTCY                          PPPP.PP          QQQQ.QQ         RRRR.RR
  CHILD SUPPORT                       CCCC.CC          DDDD.DD         EEEE.EE
  COMMERCIAL GARNISHMENTS             gggg.gg          hhhh.hh         iiii.ii
  COST OF LIVING ALLOWANCE            FFFF.FF          GGGG.GG         HHHH.HH
  FSA HC                              pppp.pp          qqqq.qq         rrrr.rr
  FSA DC                              ssss.ss          tttt.tt         uuuu.uu
  NET PAY                             IIII.II          JJJJ.JJ         KKKK.KK


 ------------------------------------------------------------------------------

  PF1= HELP          PF3= PREV SCREEN        PF5= MAIN MENU         PF7= BACKWARD
  PF8= FORWARD       PF9= NAME SEARCH        PF12= END
```

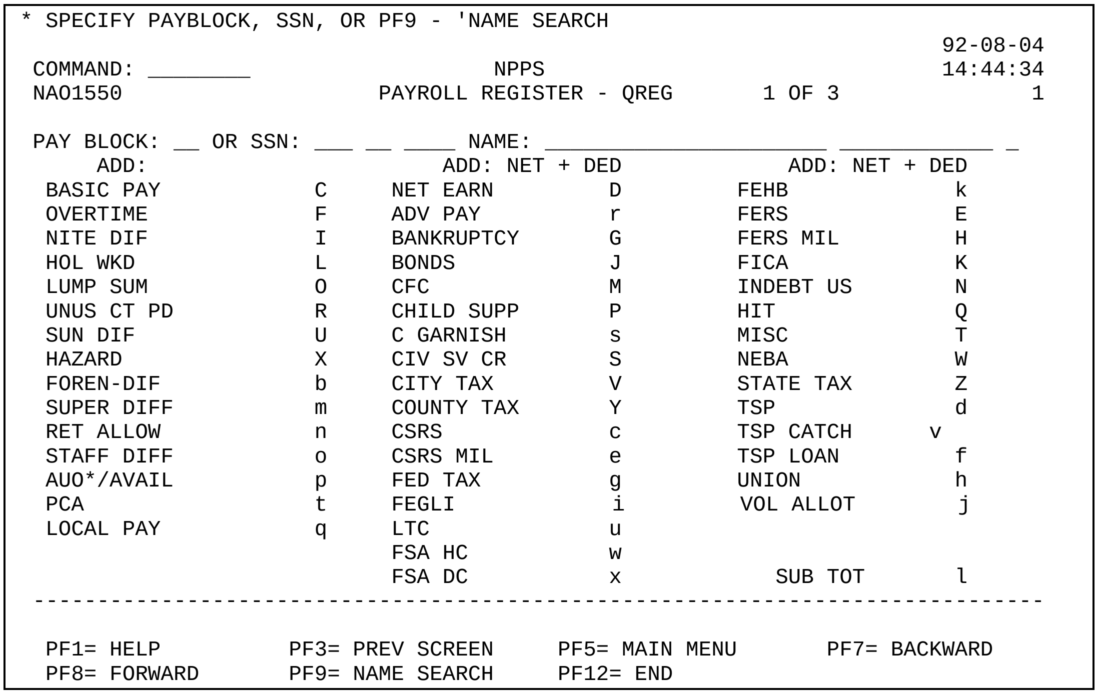
A. User Pay Block Selection ('99 for center)
B. User SSN Selection
C. Child Support: Normal (Old)
D. Child Support: Normal
E. D - C
F. COLA: Normal (Old)
G. COLA: Normal
H. G - F
I. Net Earnings: Normal (Old)
J. Net Earnings: Normal
K. J - I
L. Name (Last, First, MI)
M. Indebtedness Due U.S.: Normal (Old)
N. Indebtedness Due U.S.: Normal
O. N - M
P. Bankruptcy: Normal (Old)
Q. Bankruptcy: Normal
R. Q - P
S. CSRS: Mil Dep Normal (Old)
T. CSRS: Mil Dep Normal
U. T - S
V. FERS: Mil Dep Normal (Old)
W. FERS: Mil Dep Normal
X. W - V
a. TSP: Cy Ded Normal (Old)
b. TSP: Cy Ded Normal
c. b - a
d. TSP: Loan Ded Normal (Old)
e. TSP: Loan Ded Normal
f. e - d
g. Empl Old Norm Grnsh Ded Amt
h. Empl New Norm Grnsh Ded Amt
i. h - g
j. Empl Old Norm Adv Pay Ded Amt
k. Empl New Norm Adv Pay Ded Amt
l. k-j
m. TSP CATCHUP: Old Norm
n. TSP CATCHUP: New Norm
p. o. n - mFSA HC: OLD NORM
q. FSA HC: NEW NORM
r. q - p
s. FSA DC: OLD NORM
t. FSA DC: NEW NORM
u. t - s

REPORT 969 **PAYROLL REGISTER – QREG** **(Page 1 of 3)** PAYROLL

PURPOSE: To provide information on Base to Gross or Net to Gross total earnings.

CONTENT: Center, Pay Block or Individual Payroll Register information.

SEQUENCE: N/A



```
* SPECIFY PAYBLOCK, SSN, OR PF9 - 'NAME SEARCH
                                                                        92-08-04
 COMMAND: ________                   NPPS                               14:44:34
 NA01550                    PAYROLL REGISTER - QREG       1 OF 3               1

 PAY BLOCK: __ OR SSN: ___ __ ____ NAME: ______________________ ____________ _
      ADD:                       ADD: NET + DED                ADD: NET + DED
  BASIC PAY            C     NET EARN         D         FEHB             k
  OVERTIME             F     ADV PAY          r         FERS             E
  NITE DIF             I     BANKRUPTCY       G         FERS MIL         H
  HOL WKD              L     BONDS            J         FICA             K
  LUMP SUM             O     CFC              M         INDEBT US        N
  UNUS CT PD           R     CHILD SUPP       P         HIT              Q
  SUN DIF              U     C GARNISH        s         MISC             T
  HAZARD               X     CIV SV CR        S         NEBA             W
  FOREN-DIF            b     CITY TAX         V         STATE TAX        Z
  SUPER DIFF           m     COUNTY TAX       Y         TSP              d
  RET ALLOW            n     CSRS             c         TSP CATCH      v
  STAFF DIFF           o     CSRS MIL         e         TSP LOAN         f
  AUO*/AVAIL           p     FED TAX          g         UNION            h
  PCA                  t     FEGLI            i         VOL ALLOT        j
  LOCAL PAY            q     LTC              u
                             FSA HC           w
                             FSA DC           x            SUB TOT       l
 -------------------------------------------------------------------------------

  PF1= HELP          PF3= PREV SCREEN     PF5= MAIN MENU       PF7= BACKWARD
  PF8= FORWARD       PF9= NAME SEARCH     PF12= END
```

* The label AUO will be replaced with AVAIL PAY at the employee level (if employee has availability pay) and AUO/AVAIL PAY at the pay block and center totals level.

A. User Pay Block Selection ('99' For Center)
B. User SSN Selection (Opt.)
C. Base Earnings: B/W
D. Net Earnings: B/W
E. FERS: B/W
F. Overtime: Earnings B/W
G. Bankruptcy: B/W
H. FERS: Mil Dep B/W
I. Nite Differential: B/W
J. Bond: B/W
K. FICA: B/W
L. Holiday Earnings: B/W
M. CFC: B/W
N. Total Of Indebtedness Due U.S.: B/W
O. Lump Total: Leave Payment
P. Total Of Child Support: B/W
Q. Hit: B/W
R. Unused Comp Time Paid: B/W
S. Civil Serv Credit: B/W
T. Miscellaneous Required Amt
U. Sunday Diff: Earnings B/W
V. City Tax: B/W
W. NEBA: Total B/W
X. Hazardous Earnings: B/W
Y. County Tax: B/W
Z. State Tax: B/W
a. Name (Last, First, MI)
b. Foreign Diff: B/W
c. CSRS: B/W
d. TSP: Cy Ded B/W
e. CSRS: Mil Dep B/W
f. TSP: Loan Ded1 B/W + TSP: Loan Ded2 B/W
g. Federal Tax: B/W
h. Union Dues: B/W
i. FEGLI: B/W
j. Voluntary Allot: B/W
k. FEHB: B/W
l. D + G + J + M + P + S + V + Y + c + e + g + i + k + E + H + K + N + Q + T + W + Z + d + f + h + j + u + v + w + x
m. Supervisory Diff: B/W
n. Retention Allow: B/W
o. Empl Stff Diff BW Amt
p. Empl Admn Uctrd OT BW Amt (default) or Availability Pay: B/W (if > 0)
q. Empl Lclty Pay Bw Amt
r. Empl Adv Pay Ded BW Amt
s. Total of Empl Grnsh Crnt Ded Amt (1-9)
t. PCA Biweek Earn Amt
u. LTC BW Empl Deduction + LTC BW Spouse Deduction

+ LTC BW Dependent Deduction

v. TSP Catch Up: B/W Ded Amt

w. FSA HC: BW DED

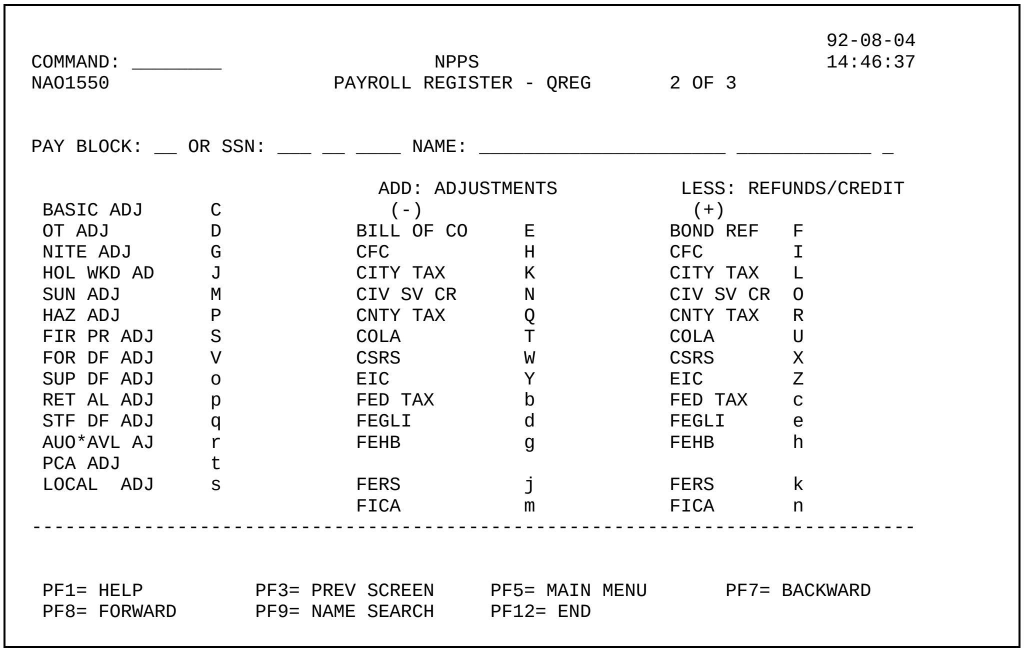
x. FSA DC: BW DED

REPORT 969 PAYROLL REGISTER – QREG (Page 2 of 3) PAYROLL

PURPOSE: To provide information on Base to Gross or Net to Gross total earnings.

CONTENT: Center, Pay Block or Individual Payroll Register information.

SEQUENCE: N/A



```
                                                                           92-08-04
COMMAND: ________                 NPPS                                     14:46:37
NA01550                    PAYROLL REGISTER - QREG       2 OF 3


PAY BLOCK: __ OR SSN: ___ __ ____ NAME: ______________________ ____________ _

                              ADD: ADJUSTMENTS            LESS: REFUNDS/CREDIT
 BASIC ADJ      C               (-)                           (+)
 OT ADJ         D             BILL OF CO     E            BOND REF   F
 NITE ADJ       G             CFC            H            CFC        I
 HOL WKD AD     J             CITY TAX       K            CITY TAX   L
 SUN ADJ        M             CIV SV CR      N            CIV SV CR  O
 HAZ ADJ        P             CNTY TAX       Q            CNTY TAX   R
 FIR PR ADJ     S             COLA           T            COLA       U
 FOR DF ADJ     V             CSRS           W            CSRS       X
 SUP DF ADJ     o             EIC            Y            EIC        Z
 RET AL ADJ     p             FED TAX        b            FED TAX    c
 STF DF ADJ     q             FEGLI          d            FEGLI      e
 AUO*AVL AJ     r             FEHB           g            FEHB       h
 PCA ADJ        t
 LOCAL  ADJ     s             FERS           j            FERS       k
                              FICA           m            FICA       n
-------------------------------------------------------------------------------


 PF1= HELP          PF3= PREV SCREEN     PF5= MAIN MENU       PF7= BACKWARD
 PF8= FORWARD       PF9= NAME SEARCH     PF12= END
```

* The label AUO will be replaced with AVAIL PAY at the employee level (if employee has availability pay) and AUO/AVAIL PAY at the pay block and center totals level.

A. User Pay Block Selection ('99' For Center)
B. SSN (User input)
C. Base: Earnings Adj
D. Overtime: Earnings Adj
E. Bill of Collection: Deduction
F. Bond: Refund + Bond Refund: Adjustment
G. Night Diff: Earnings Adj
H. CFC: Adjustment if CFC: Adjustment > 0
I. CFC: Adjustment * -1 if CFC: Adjustment < 0
J. Holiday Work: Earnings Adj
K. City Tax: Adjustment if City Tax: Adjustment > 0
L. City Tax: Adjustment * -1 if City Tax: Adjustment < 0
M. Sunday Diff: Earnings Adj
N. Civil Serv Credit: Adjustment if Civil Serv Credit: Adjustment > 0
O. Civil Serv Credit: Adjustment * -1 if Civil Serv Credit: Adjustment < 0
P. Hazardous: Earnings Adj

Q. County Tax: Adjustment if County Tax: Adjustment > 0

R. County Tax: Adjustment * -1 if County Tax: Adjustment < 0

S. Fire Fighter: Earnings Adj

T. COLA: Earnings Adj * -1 if COLA: Earnings Adj < 0

U. COLA: Earnings Adj if COLA: Earnings Adj > 0

V. Foreign Diff: Earnings Adj

W. (CSRS: Frmr Adj + Retirement: Cur Adj)
if CSRS: Frmr Adj > 0 and Retirement: Cur Adj > 0 and Retirement Plan = '1', '6', 'C', 'E', 'R', OR 'T'

X. (CSRS: Frmr Adj + Retirement: Cur Adj) * -1
if CSRS: Frmr Adj < 0 and Retirement: Cur Adj < 0 and Retirement Plan = '1', '6', 'C', 'E', 'R', OR 'T'

Y. EIC: Adjustment * -1 if EIC: Adjustment < 0

Z. EIC: Adjustment if EIC: Adjustment > 0

a. Name (Last, First, MI)

b. Federal Tax: Adjustment if Federal Tax: Adjustment > 0

c. Federal Tax: Adjustment * -1 if Federal Tax: Adjustment < 0

d. FEGLI: Adjustment if FEGLI: Adjustment > 0

e. FEGLI: Adjustment * -1 if FEGLI: Adjustment < 0

f. C + F + I + L + O + R + U + X + B (on page 1, or 70.a) + C + D + G + J + M + P + S + V

g. (FEHB: Prior Adj + FEHB: Cur Adj)
if FEHB: Prior Adj > 0 and FEHB: Cur Adj > 0

h. (FEHB: Prior Adj + FEHB: Cur Adj) * -1
if FEHB: Prior Adj < 0 and FEHB: Cur Adj < 0

i. Statutory Cutback: B/W

j. (FERS: Frmr Adj + Retirement: Cur Adj)
if FERS: Frmr Adj > 0 and Retirement: Cur Adj > 0 and Retirement Plan = 'K', 'M', or 'N'

k. (FERS: Frmr Adj + Retirement: Cur Adj) * -1
if FERS: Frmr Adj < 0 and Retirement: Cur Adj < 0 and Retirement Plan = 'K', 'M', or 'N'

l. f - i

m. FICA: Adjustment if FICA: Adjustment > 0

n. FICA: Adjustment * -1 if FICA: Adjustment < 0

o. Supervisory Diff: Current Adj

p. Retention Allow: Current Adjustment

q. Empl Stff Diff BW Adj Amt

r. Empl Admn Uctrd OT BW Adj Amt (default) or Availability Pay: Adj (if not = 0)

s. Empl Lclty Pay BW Adj Amt

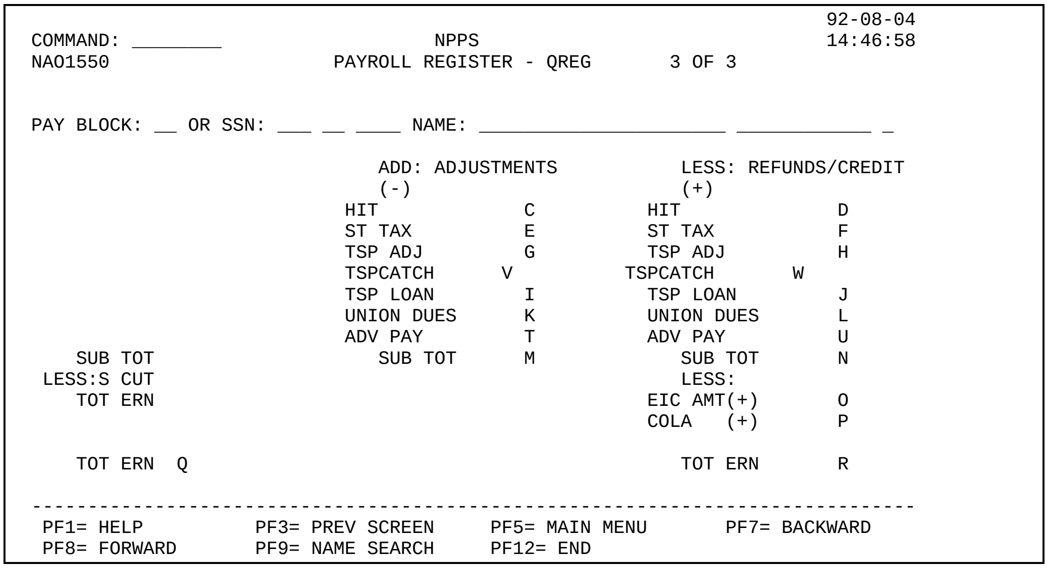
t. PCA Biweek Earn Adj

REPORT 969 **PAYROLL REGISTER – QREG** **(Page 3 of 3)** PAYROLL

PURPOSE: To provide information on Base to Gross or Net to Gross total earnings.

CONTENT: Center, Pay Block or Individual Payroll Register information.

SEQUENCE: N/A



```
                                                                       92-08-04
COMMAND: ________                   NPPS                               14:46:58
NAO1550                    PAYROLL REGISTER - QREG       3 OF 3


PAY BLOCK: __ OR SSN: ___ __ ____ NAME: ______________________ ____________ _

                               ADD: ADJUSTMENTS           LESS: REFUNDS/CREDIT
                               (-)                        (+)
                            HIT             C          HIT              D
                            ST TAX          E          ST TAX           F
                            TSP ADJ         G          TSP ADJ          H
                            TSPCATCH      V          TSPCATCH       W
                            TSP LOAN        I          TSP LOAN         J
                            UNION DUES      K          UNION DUES       L
                            ADV PAY         T          ADV PAY          U
    SUB TOT                    SUB TOT      M             SUB TOT       N
 LESS:S CUT                                               LESS:
    TOT ERN                                            EIC AMT(+)       O
                                                       COLA   (+)       P

    TOT ERN  Q                                            TOT ERN       R

-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN     PF5= MAIN MENU       PF7= BACKWARD
 PF8= FORWARD       PF9= NAME SEARCH     PF12= END
```

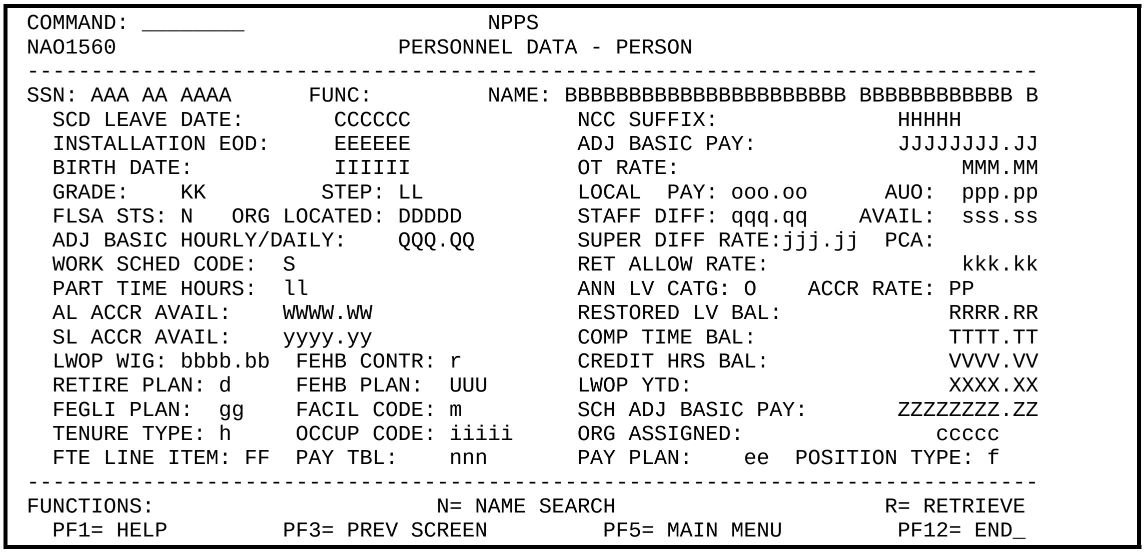
A. User Pay Block Selection ('99' For Center)
B. SSN (User input)
C. HIT: Adjustment If HIT: Adjustment > 0
D. HIT: Adjustment * -1 If HIT: Adjustment < 0
E. (State Tax: Cur Adj + State Tax: Frmr Adj)
   if State Tax: Cur Adj > 0 and State Tax: Frmr Adj > 0
F. (State Tax: Cur Adj + State Tax: Frmr Adj) * -1
   if State Tax: Cur Adj < 0 and State Tax: Frmr Adj < 0
G. TSP: Curr PP Emp Adjustment
H. (TSP: Cy Ded Adj - G) * -1
I. (TSP: Loan 1 Adjustment + TSP: Loan 2 Adjustment) if TSP: Loan 1 Adjustment > 0 and TSP: Loan 2 Adjustment > 0
J. (TSP: Loan 1 Adjustment + TSP: Loan 2 Adjustment) * -1 if TSP: Loan 1 Adjustment < 0 and TSP: Loan 2 Adjustment < 0
K. Union Dues: Adjustment If Union Dues: Adjustment > 0
L. Union Dues: Adjustment * -1 If Union Dues: Adjustment < 0
M. Total positive Adjustments
N. Total negative Adjustments
O. EIC
P. COLA: B/W
Q. f - i (on page 2)
R. I (on page 1) - N + (M + O + P)
S. Name (Last, First, MI)
T. Empl Adv Pay Adj BW Amt
U. (Empl Adv Pay Adj BW Amt) * - 1
V. TSP Catch Up ADJ: Emp Late Pmt Adj Amt
W. TSP Catch Up ADJ: (Emp Ded Adj Tot – V) * -1

REPORT 970 **PERSONNEL DATA - PERSON** PAYROLL

PURPOSE: To display SF 50 Data.

CONTENT: SF 50 Data for selected employees.

SEQUENCE: N/A



```
COMMAND: ________                    NPPS
NA01560                      PERSONNEL DATA - PERSON
-------------------------------------------------------------------------------
SSN: AAA AA AAAA      FUNC:         NAME: BBBBBBBBBBBBBBBBBBBBBB BBBBBBBBBBBB B
  SCD LEAVE DATE:        CCCCCC            NCC SUFFIX:               HHHHH
  INSTALLATION EOD:      EEEEEE            ADJ BASIC PAY:            JJJJJJJ.JJ
  BIRTH DATE:            IIIIII            OT RATE:                       MMM.MM
  GRADE:    KK          STEP: LL           LOCAL  PAY: ooo.oo      AUO:  ppp.pp
  FLSA STS: N   ORG LOCATED: DDDDD         STAFF DIFF: qqq.qq    AVAIL:  sss.ss
  ADJ BASIC HOURLY/DAILY:    QQQ.QQ        SUPER DIFF RATE:jjj.jj  PCA:
  WORK SCHED CODE:  S                      RET ALLOW RATE:                kkk.kk
  PART TIME HOURS:  ll                     ANN LV CATG: O    ACCR RATE: PP
  AL ACCR AVAIL:    WWWW.WW                RESTORED LV BAL:              RRRR.RR
  SL ACCR AVAIL:    yyyy.yy                COMP TIME BAL:                TTTT.TT
  LWOP WIG: bbbb.bb  FEHB CONTR: r         CREDIT HRS BAL:               VVVV.VV
  RETIRE PLAN: d     FEHB PLAN:  UUU       LWOP YTD:                     XXXX.XX
  FEGLI PLAN:  gg    FACIL CODE: m         SCH ADJ BASIC PAY:        ZZZZZZZZ.ZZ
  TENURE TYPE: h     OCCUP CODE: iiiii     ORG ASSIGNED:                 ccccc
  FTE LINE ITEM: FF  PAY TBL:    nnn       PAY PLAN:    ee  POSITION TYPE: f
-------------------------------------------------------------------------------
FUNCTIONS:                      N= NAME SEARCH                     R= RETRIEVE
  PF1= HELP          PF3= PREV SCREEN         PF5= MAIN MENU         PF12= END_
```

A. SSN (User input)

B. Name: Last, Name: First, Name: Middle

C. SCD: Leave

D. Organization: Located

E. EOD Date

F. FTE Line Item

H. NASA Classification Code

I. Date Of Birth

J. Salary

K. Grade: Current

L. Step

M. If Pay Plan Not = 'ES' and Occupational Code not = 1811
If FLSA Pay Status = 'E' and Job Series Not = 1 and (Salary: Hourly X Premium Rate Table) > Overtime Rate Max Table
    Overtime Rate Max Table
Else
    Salary: Hourly X Premium Rate Table*
* If Occupational Code = 1811 and Salary: Hourly > Overtime Rate Max Table Salary: Hourly

N. FLSA Pay Status

O. Annual Leave: Accrual Category

P. Annual Leave: Accrual Rate

Q. If Pay Basis = 'PD'
    Salary
  Else
    Salary: Hourly

R. Restored Leave: Reason Code A + B + C + (Restored Leave: PYCO - Restored Leave: Used YTD)

S. Work Schedule Code

T. Comp Time: Current Balance

U. FEHB: Plan Code

V. Credit Hours: Balance

W. Annual Leave: Earned Balance

X. LWOP: Used YTD

Y. Sick Leave: Balance

Z. Salary: Scheduled

b. LWOP: WIG Hours

c. Organization: Assigned

d. Retirement Plan

e. Pay Plan

f. Position: Type

g. FEGLI: Code

h. Tenure Code

i. Occupation Code

j. Supervisory Diff: Rate

k. Retention Allow: Rate

l. Part Time Hours

m. Facility Code

n. Pay Table Code

o. Empl Lclty Pay Adj Rate

p. Empl Admn Uctrd OT Rate

q. Empl Stff Diff Rate

r. FEHB: Contribution Flag

s. Availability Pay: Hourly Rate

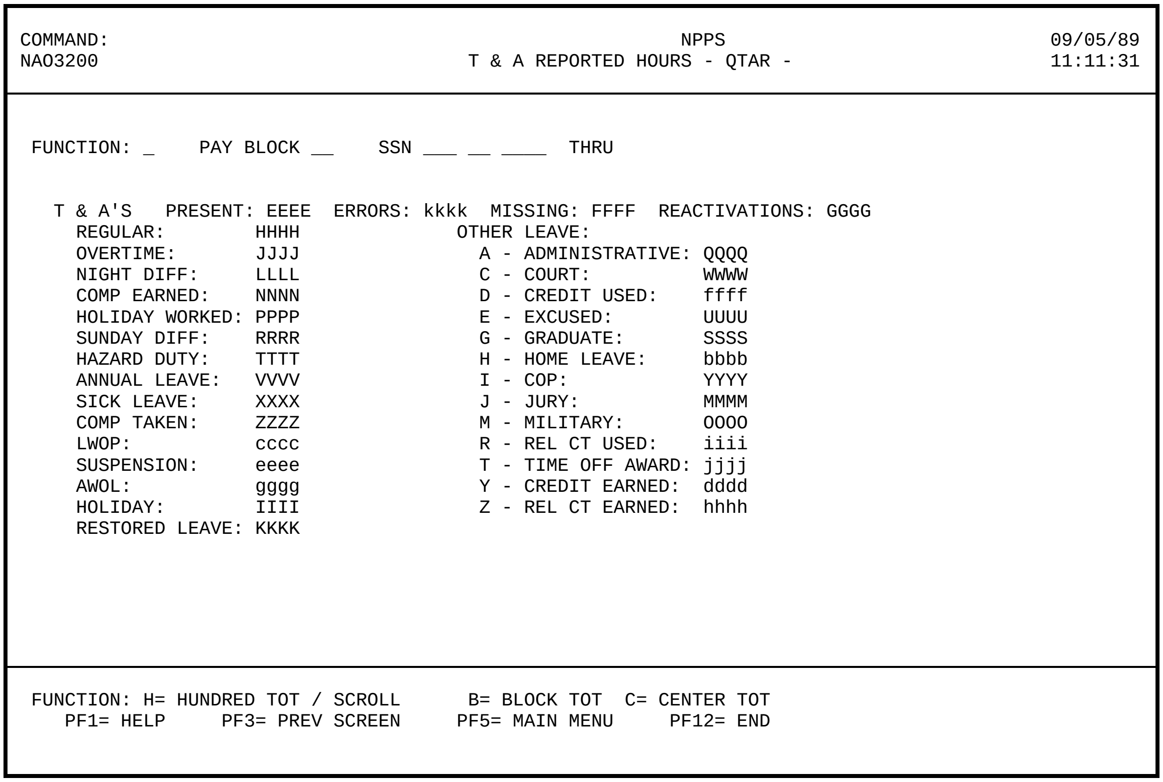
t. Empl PCA Hrly Rate

REPORT 972 **T & A REPORTED HOURS - QTAR** PAYROLL

PURPOSE: To display Time and Attendance total records.

CONTENT: Displays at the Hundreds, Pay Block or Center level.

SEQUENCE: N/A



```
COMMAND:                                          NPPS                               09/05/89
NAO3200                               T & A REPORTED HOURS - QTAR -                  11:11:31

 FUNCTION: _     PAY BLOCK __     SSN ___ __ ____    THRU


   T & A'S   PRESENT: EEEE  ERRORS: kkkk  MISSING: FFFF  REACTIVATIONS: GGGG
     REGULAR:         HHHH              OTHER LEAVE:
     OVERTIME:        JJJJ                A - ADMINISTRATIVE: QQQQ
     NIGHT DIFF:      LLLL                C - COURT:          WWWW
     COMP EARNED:     NNNN                D - CREDIT USED:    ffff
     HOLIDAY WORKED:  PPPP                E - EXCUSED:        UUUU
     SUNDAY DIFF:     RRRR                G - GRADUATE:       SSSS
     HAZARD DUTY:     TTTT                H - HOME LEAVE:     bbbb
     ANNUAL LEAVE:    VVVV                I - COP:            YYYY
     SICK LEAVE:      XXXX                J - JURY:           MMMM
     COMP TAKEN:      ZZZZ                M - MILITARY:       OOOO
     LWOP:            cccc                R - REL CT USED:    iiii
     SUSPENSION:      eeee                T - TIME OFF AWARD: jjjj
     AWOL:            gggg                Y - CREDIT EARNED:  dddd
     HOLIDAY:         IIII                Z - REL CT EARNED:  hhhh
     RESTORED LEAVE:  KKKK




 FUNCTION: H= HUNDRED TOT / SCROLL      B= BLOCK TOT  C= CENTER TOT
    PF1= HELP     PF3= PREV SCREEN     PF5= MAIN MENU     PF12= END
```

A. Program Function (User input; H, B, C)
B. Pay Block (User input; Opt.)
C. Starting SSN (User input; Opt.)
D. Ending SSN (User input; Opt.)
E. Count Of T & A: Status = 'G'
F. Count Of T & A: Status = 'M'
G. Count Of Reactivation Indicator = 'Z'
H. Total Of Regular Hours
I. Total Of Holiday Leave: Used
J. Total Of Overtime: Hours
K. Total Of Restored Leave: Used
L. Total Of Nite Differential: Hrs
M. Total Of Jury Leave: Used
N. Total Of Comp Time: Earned
O. Total Of Military Leave: Used
P. Total Of Holiday Hours
Q. Total Of Administrative Leave: Used
R. Total Of Sunday Diff: Hours
S. Total Of Graduate Leave: Used
T. Total Of Hazardous Hours
U. Total Of Excused Leave: Hours
V. Total Of Annual Leave: Used
W. Total Of Court Leave: Used
X. Total Of Sick Leave: Used
Y. Total Of COP Leave: Used
Z. Total Of Comp Time: Used
b. Total Of Home Leave: Used
c. Total Of LWOP: Used
d. Total Of Credit Hours: Earned
e. Total Of Suspension: Used
f. Total Of Credit Hours: Used
g. Total Of AWOL: Used
h. Total Of Comp Time: Relig Earned
i. Total Of Comp Time: Relig Used
j. Total Of Empl Hours Time Off Total Paid
k. Count Of T & A: Status = 'E'

REPORT 973 **TOUR OF DUTY NORMALS – QPAY** **(PAGE 1 OF 3)** PAYROLL

PURPOSE: To display Current Normals Data for a SSN.

CONTENT: Figures shown are based on the Part Time hours field. Uses normals calculation rules.

SEQUENCE: N/A

```
* SPECIFY SSN
                                                                        92-08-03
COMMAND: ________                  NPPS                                 08:31:30
NA01587                  TOUR OF DUTY NORMALS - QPAY       1 OF 3


--------------------------------------------------------------------------------
SSN: AAA AA AAAA    PAY BLOCK: BB

                                CURRENT NORMALS
 PART TIME HOURS                      C
 GROSS PAY                            D
   SUPER DIFF                         N
   FOREIGN DIFF                       E
   RETENTION ALLOW                    O
   STAFF DIFF                         K
   AUO                                L
   PCA                                P
   LOCAL PAY                          M
 CSRS                                 F
 FICA                                 G
 HEALTH INSURANCE TAX                 H
 FEDERAL WITHOLDING TAX               I

--------------------------------------------------------------------------------


 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. SSN (User input)
B. Pay Block
C. Part Time Hours (Zero Hours Is An Error)
D. Gross Earnings: Normal *
E. Foreign Diff: Normal *
F. CSRS: Normal *
G. FICA: Normal *
H. HIT: Normal *
I. Federal Tax: Normal *
K. Staffing Differential: Normal
L. AUO: Normal
M. Locality Pay: Normal
N. Supervisory Diff: Normal *
O. Retention Allow: Normal *
P. PCA Amount: Norm Total

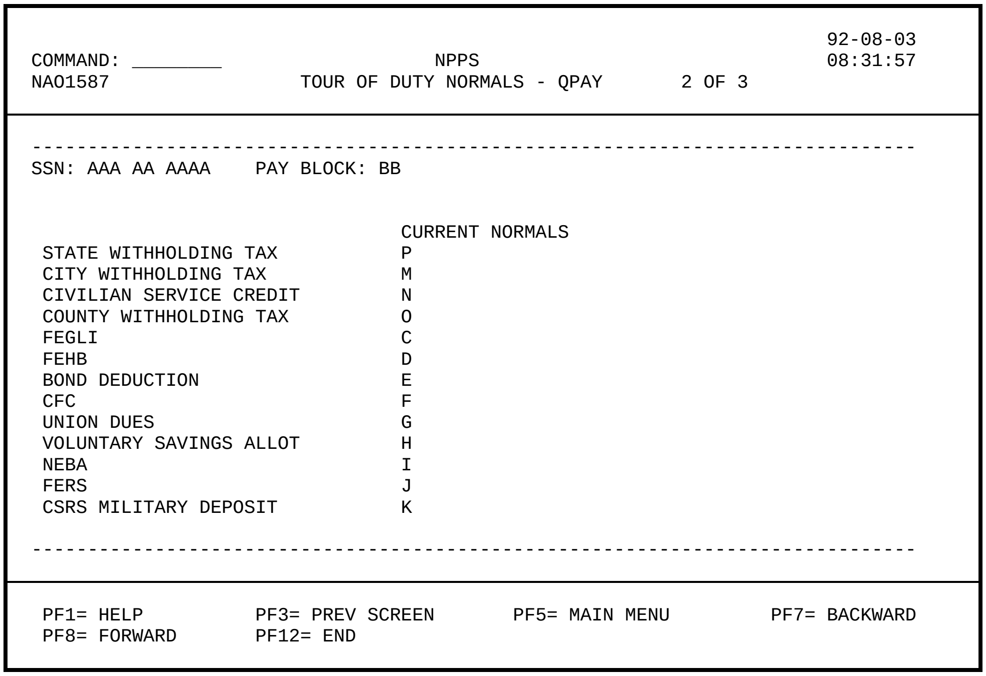
*Note: Calculated In Accordance With Paragraph 3.1.3.1.4, Normal Pay Controls Processing Requirements.

REPORT 973 **TOUR OF DUTY NORMALS – QPAY** **(PAGE 2 OF 3)** PAYROLL

PURPOSE: To display Current Normals Data for a SSN.

CONTENT: Figures shown are based on the Part Time Hours field. Uses Normals calculation rules.

SEQUENCE: N/A



```
                                                                       92-08-03
COMMAND: ________                   NPPS                               08:31:57
NA01587                 TOUR OF DUTY NORMALS - QPAY       2 OF 3

-------------------------------------------------------------------------------
SSN: AAA AA AAAA    PAY BLOCK: BB


                                 CURRENT NORMALS
 STATE WITHHOLDING TAX           P
 CITY WITHHOLDING TAX            M
 CIVILIAN SERVICE CREDIT         N
 COUNTY WITHHOLDING TAX          O
 FEGLI                           C
 FEHB                            D
 BOND DEDUCTION                  E
 CFC                             F
 UNION DUES                      G
 VOLUNTARY SAVINGS ALLOT         H
 NEBA                            I
 FERS                            J
 CSRS MILITARY DEPOSIT           K

-------------------------------------------------------------------------------

 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. SSN (User input)
B. Pay Block
C. FEGLI: Normal *
D. FEHB: Normal *
E. Bond: Normal *
F. CFC: Normal *
G. Union Dues: Normal *
H. Voluntary Allot: Normal *
I. NEBA: Normal *
J. FERS: Normal *
K. CSRS: Mil Dep Normal *

M. City Tax: Normal *
N. Civil Serv Credit: Normal *
O. County Tax: Normal *
P. State Tax: Normal

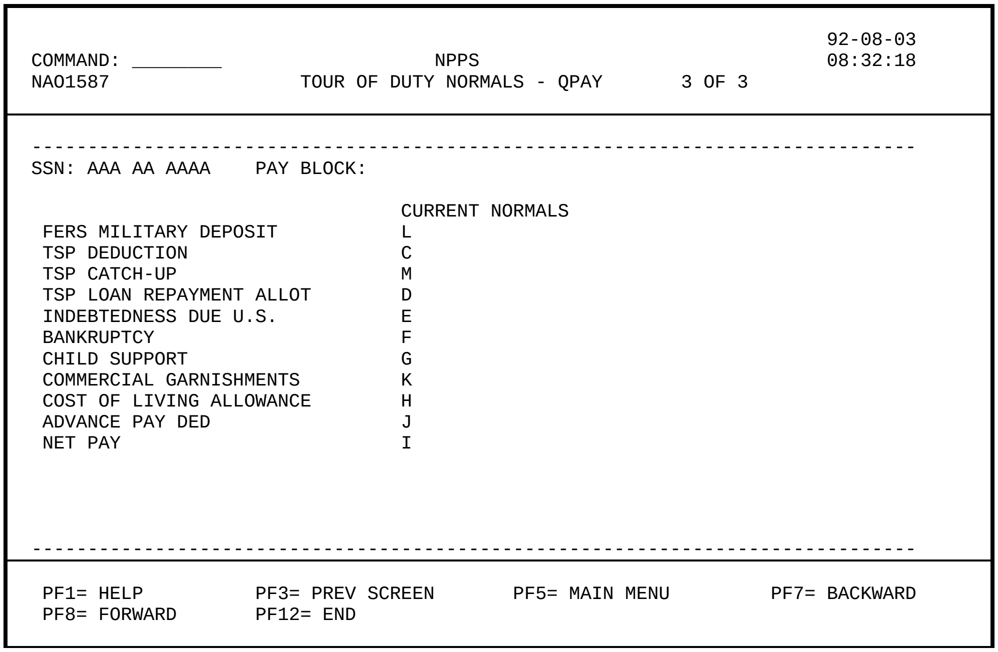
*Note: Calculated In Accordance With Paragraph 3.1.3.1.4, Normal Pay Controls Processing Requirements.

REPORT 973 TOUR OF DUTY NORMALS – QPAY (PAGE 3 OF 3)

PURPOSE: To display Current Normals Data for a SSN.

CONTENT: Figures shown are based on the Part Time hours field. Uses normals calculation rules.

SEQUENCE: N/A



```
                                                                              92-08-03
COMMAND: ________                      NPPS                                   08:32:18
NA01587                     TOUR OF DUTY NORMALS - QPAY       3 OF 3

-------------------------------------------------------------------------------
SSN: AAA AA AAAA    PAY BLOCK:

                                 CURRENT NORMALS
 FERS MILITARY DEPOSIT           L
 TSP DEDUCTION                   C
 TSP CATCH-UP                    M
 TSP LOAN REPAYMENT ALLOT        D
 INDEBTEDNESS DUE U.S.           E
 BANKRUPTCY                      F
 CHILD SUPPORT                   G
 COMMERCIAL GARNISHMENTS         K
 COST OF LIVING ALLOWANCE        H
 ADVANCE PAY DED                 J
 NET PAY                         I




-------------------------------------------------------------------------------

 PF1= HELP         PF3= PREV SCREEN       PF5= MAIN MENU         PF7= BACKWARD
 PF8= FORWARD      PF12= END
```

A. SSN (User Input)
B. Pay Block
C. TSP: Cy Ded Normal *
D. TSP: Loan Ded Normal *
E. Indebtedness Due U.S.: Normal *
F. Bankruptcy: Normal *
G. Child Support: Normal *
H. COLA: Normal *
I. D - (F + G + H + I + J + K + L + M) (on page 1) +
   (C + D + E + F + G + H + I + J + K + L) (on page 2) +
   (C + D + E + F + G + K + M + N + O) + H + J
J. Advance Pay Deduction: Normal
K. Empl Norm Grnsh Crnt Ded *
L. Fers: Mil Dep Normal
M. TSP Catchup: New Norm
N. FSA HC: NEW NORM
O. FSA DC: NEW NORM
* Calculated in Accordance with Paragraph 3.1.3.1.4, Normal Pay controls processing requirements

REPORT 974 **PAY PERIOD HISTORY1 - QHIST1** **(PAGE 1 OF 5)** PAYROLL

PURPOSE: To display Pay Period History Data for an employee.

CONTENT: User selects Employee, Pay Ending Date.

SEQUENCE: N/A

```
COMMAND: ________                 NPPS
NA01591                PAY PERIOD HISTORY1 - QHIST1    1 OF 5
-------------------------------------------------------------------------------
SSN: AAA AA AAAA  LAST NAME: BBBBBBBBBBBBBBBBBBBBBB FIRST NM: CCCCCCCCCC_ I: D
PAY ENDING DATE: EEEEEEEE (MMDDYYYY) (TYPE NAME AND HIT ENTER FOR NAME SEARCH)

ADV PAY DED:   nnnn         CFC:        YYYY           COLA:       dddd
 ADV PAY ADJ:  oooo          CFC ADJ:   cccc            COLA ADJ:  kkkk
AUO:           pppp         CHILD SUPP: HHHH           CSRS:       IIII
 AUO ADJ:      qqqq         C GARNISH:  rrrr            CUR ADJ:   LLLL
AVAIL PAY:     tttt          CITY TAX:  KKKK            FRMR ADJ:  mmmm
 AVAIL ADJ:    uuuu          CTTX ADJ:  NNNN           CSRS MIL:   OOOO
BANKRUPTTCY:   GGGG          FRMR ADJ:  ssss           DUE U.S.:   RRRR
BASE PAY:      JJJJ          CIV SV CR: QQQQ           EIC.:       UUUU
 BASE ADJ:     MMMM          CIV ADJ:   TTTT            EIC ADJ:   XXXX
BILL OF COL:   PPPP         CNTY TAX:   WWWW           FED TAXES:  bbbb
BOND:          SSSS          CNTY ADJ:  ZZZZ            FEDTX ADJ: eeee
 BOND REFND:   VVVV               RETIREMENT PLAN: g          FEHB: hhh  TEW:V
        ADJ BASIC HR: fffff             PAID FLSA: iiiii     FEGLI: jj
-------------------------------------------------------------------------------

 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU       PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

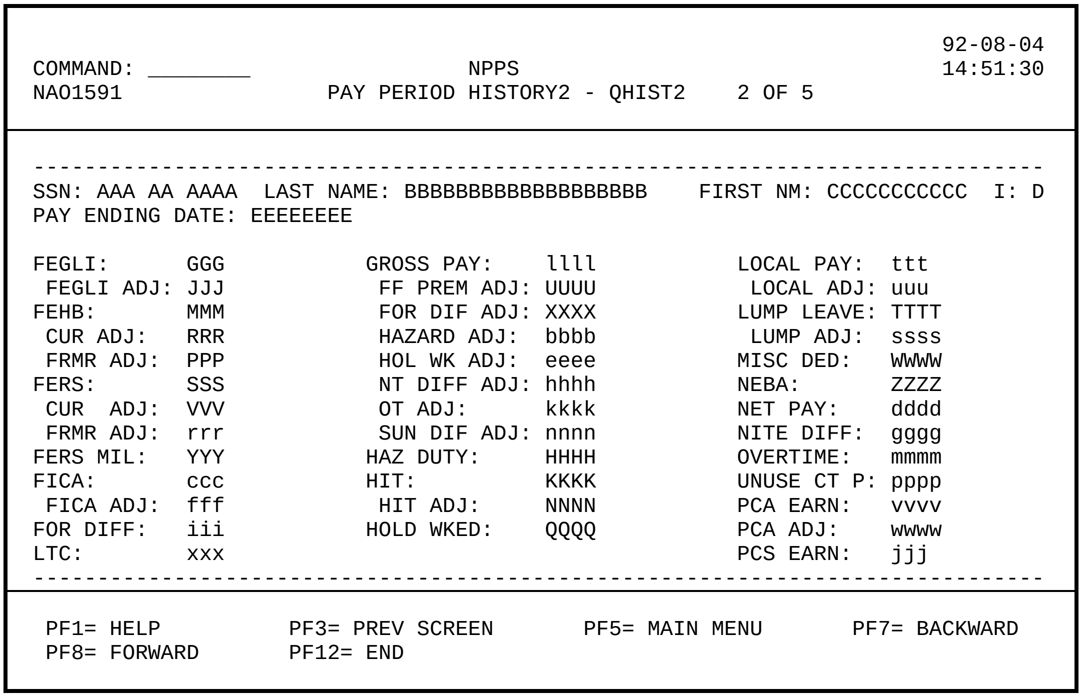
A. SSN (User input; Opt.)
B. Name: Last (User input; Opt.)
C. Name: First (User input; Opt.)
D. Name: Mi (User input; Opt.)
E. Pay Ending Date (User input)
G. BANKRUPTCY-BW
H. CHILD-SUPP-BW
I. CSRS-BW
J. BASE-EARN-BW
K. CITY-TAX-BW
L. CSRS-CUR-ADJ-BW
M. BASE-EARN-ADJ
N. CITY-TAX-ADJ
O. CSRS-MIL-DEP-BW
P. BILL-OF-COLLECT
Q. Not Loaded
R. INDEBT-US-BW
S. BOND-BW
T. Not Loaded
U. EIC
V. BOND-REFUND-PP
W. COUNTY-TAX-BW
X. EIC-ADJUSTMENT
Y. CFC-BW
Z. COUNTY-TAX-ADJ
b. FED-TAX-BW
c. CFC-ADJ
d. COLA-BW
e. FED-TAX-ADJUST
f. SALARY-HOURLY
g. RET-CD
h. FEHB-PLAN-CODE
i. FLSA-PAID-IND
j. FEGLI-CODE
k. COLA-ADJ-BW
m. CSRS-FRMR-ADJ-BW
n. Empl Hist Adv Pay Ded BW Amt
o. Empl Hist Adv Pay Adj BW Amt
p. Empl Hist Admn Uctrd OT BW Amt
q. Empl Hist Admn Uctrd OT BW Adj Amt
r. Empl Total Grnsh Crnt Ded Amt
s. City Tax - Former Adj
t. Availability Pay: B/W Hist
u. Availability Pay: Adj Hist
v. Empl Fehb Tax Ex Wvr Ind

REPORT 974 **PAY PERIOD HISTORY2 - QHIST2** **(Page 2 of 5)** PAYROLL

PURPOSE: To display Pay Period History Data for an employee.

CONTENT: User selects Employee, Pay Ending Date.

SEQUENCE: N/A



```
                                                                   92-08-04
COMMAND: ________                   NPPS                           14:51:30
NA01591                 PAY PERIOD HISTORY2 - QHIST2    2 OF 5

 -------------------------------------------------------------------------------
SSN: AAA AA AAAA  LAST NAME: BBBBBBBBBBBBBBBBBBB    FIRST NM: CCCCCCCCCCC  I: D
PAY ENDING DATE: EEEEEEEE

FEGLI:       GGG          GROSS PAY:    llll          LOCAL PAY:  ttt
 FEGLI ADJ:  JJJ           FF PREM ADJ: UUUU           LOCAL ADJ: uuu
FEHB:        MMM           FOR DIF ADJ: XXXX          LUMP LEAVE: TTTT
 CUR ADJ:    RRR           HAZARD ADJ:  bbbb           LUMP ADJ:  ssss
 FRMR ADJ:   PPP           HOL WK ADJ:  eeee          MISC DED:   WWWW
FERS:        SSS           NT DIFF ADJ: hhhh          NEBA:       ZZZZ
 CUR  ADJ:   VVV           OT ADJ:      kkkk          NET PAY:    dddd
 FRMR ADJ:   rrr           SUN DIF ADJ: nnnn          NITE DIFF:  gggg
FERS MIL:    YYY          HAZ DUTY:     HHHH          OVERTIME:   mmmm
FICA:        ccc          HIT:          KKKK          UNUSE CT P: pppp
 FICA ADJ:   fff           HIT ADJ:     NNNN          PCA EARN:   vvvv
FOR DIFF:    iii          HOLD WKED:    QQQQ          PCA ADJ:    wwww
LTC:         xxx                                      PCS EARN:   jjj
 -------------------------------------------------------------------------------

 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU       PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

A. SSN (User input; Opt.)
B. Name: Last (User input; Opt.)
C. Name: First (User input; Opt.)
D. Name: Mi (User input; Opt.)
E. Pay Ending Date (User input)
G. FEGLI-BW
H. HAZARD-EARN-BW
I. Retention Allow: Hist BW
J. FEGLI-ADJ
K. HIT-DED-BW
L. STATU-CUT-BW
M. FEHB-BW
N. HIT-ADJUSTMENT
P. FEHB-PRIOR-AJ
Q. HOLIDAY-EARN-BW
R. FEHB-CUR-ADJ-EMP
S. FERS-BW
T. LUMP-LEAVE-PAYMT
U. FIRE-PREM-ADJ-BW
V. FERS-CUR-ADJ-BW
W. MISC-BW
X. FORGN-DIF-ADJ-BW
Y. FERS-MIL-DEP-BW

Z. NEBA-TOTAL-BW
b. HAZ-DOL-ADJ-BW
c. FICA-BW
d. NET-EARN-BW
e. HOLWK-DOL-ADJ-BW
f. FICA-ADJ
g. NITE-DIF-EARN-BW
h. NITE-DOL-ADJ-BW
i. FOREIGN-DIFF-BW
j. PCS-E-N-S-FED-TX + PCS-E-S-FED-TX
k. OT-EARN-ADJ
l. GROSS-EARN-BW
m. OT-EARN-BW
n. SUN-DOL-ADJ-BW
p. COMP-T-PD-AMT-BW
r. FERS-FRMR-ADJ-BW
s. LUMP-LEAVE-ADJ
t. Empl Hist Lclty Pay BW Amt
u. Empl Hist Lclty Pay BW Adj Amt
v. PCA Biweek Earn Hist
w. PCA Curr PP Adj Hist

x. LTC BW Empl Deduction Hist

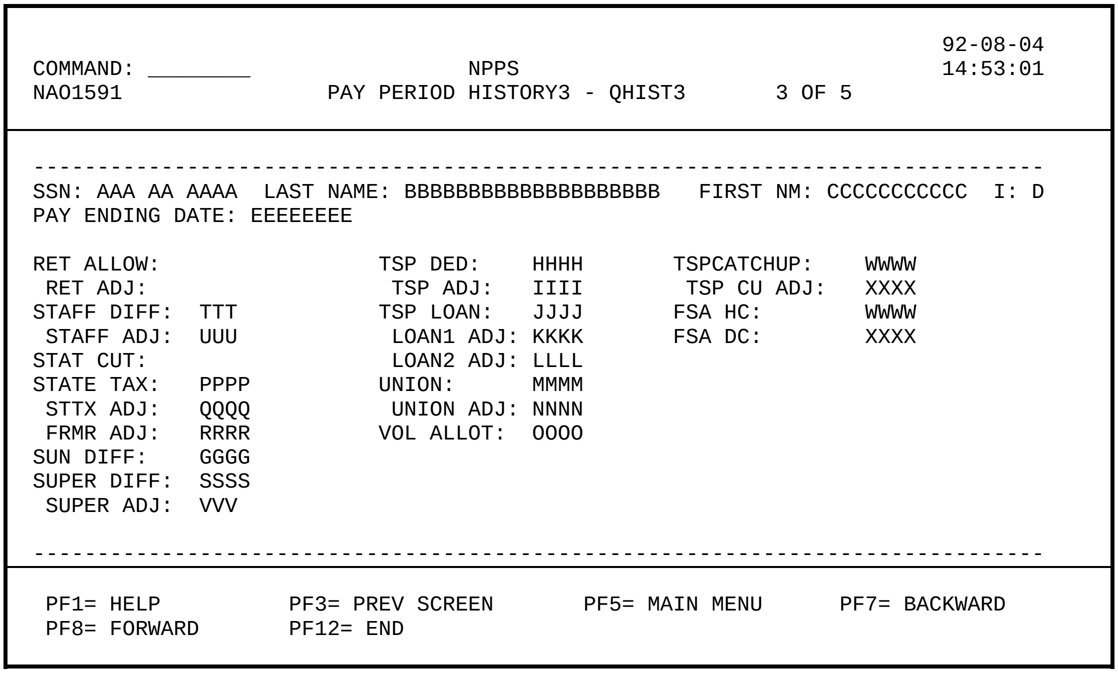
LTC BW Spouse Deduction Hist +
LTC BW Dependent Deduction Hist

REPORT 974 **PAY PERIOD HISTORY3 – QHIST3** **(Page 3 of 5)** PAYROLL

PURPOSE: To display Pay Period History Data for an employee.

CONTENT: User selects Employee, Pay Ending Date.

SEQUENCE: N/A



```
                                                                         92-08-04
COMMAND: ________                 NPPS                                   14:53:01
NA01591                PAY PERIOD HISTORY3 - QHIST3       3 OF 5

-------------------------------------------------------------------------------
SSN: AAA AA AAAA  LAST NAME: BBBBBBBBBBBBBBBBBBBB   FIRST NM: CCCCCCCCCCC  I: D
PAY ENDING DATE: EEEEEEEE

RET ALLOW:                 TSP DED:     HHHH       TSPCATCHUP:     WWWW
 RET ADJ:                   TSP ADJ:    IIII        TSP CU ADJ:    XXXX
STAFF DIFF:  TTT           TSP LOAN:    JJJJ       FSA HC:         WWWW
 STAFF ADJ:  UUU            LOAN1 ADJ:  KKKK       FSA DC:         XXXX
STAT CUT:                   LOAN2 ADJ:  LLLL
STATE TAX:   PPPP          UNION:       MMMM
 STTX ADJ:   QQQQ           UNION ADJ:  NNNN
 FRMR ADJ:   RRRR          VOL ALLOT:   OOOO
SUN DIFF:    GGGG
SUPER DIFF:  SSSS
 SUPER ADJ:  VVV

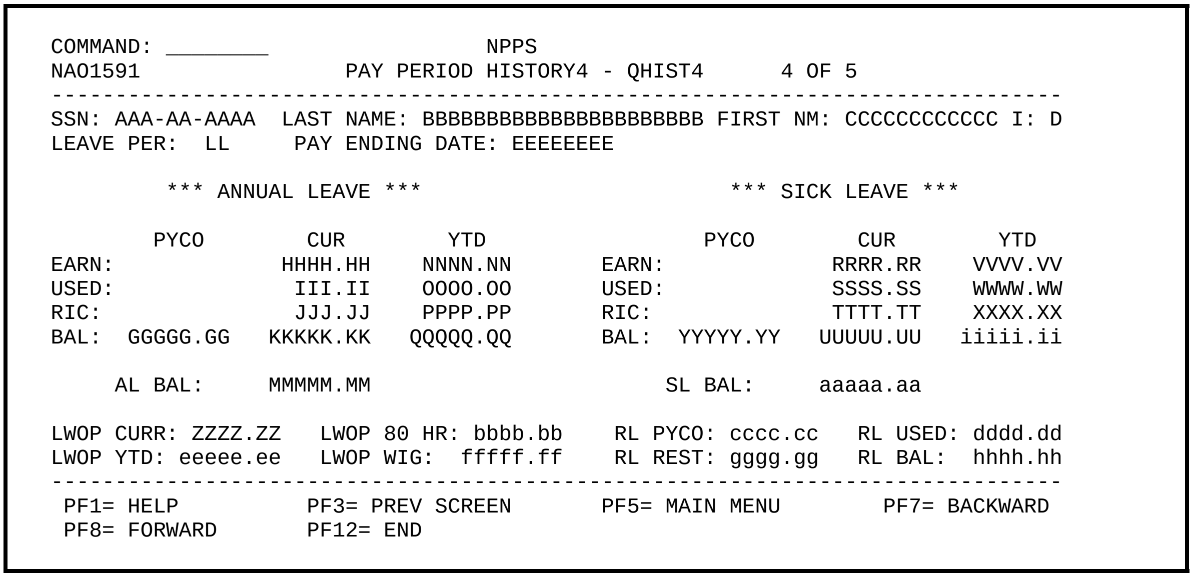
-------------------------------------------------------------------------------

 PF1= HELP             PF3= PREV SCREEN       PF5= MAIN MENU      PF7= BACKWARD
 PF8= FORWARD          PF12= END
```

A. SSN (User input; opt.)
B. Name: Last (User input; opt.)
C. Name: First (User input; opt.)
D. Name: MI (User input; opt.)
E. Pay Ending Date (User input)
G. SUN-DIF-EARN-BW
H. TSP-CY-BW
I. TSP-CY-DED-ADJ
J. TSP-LOAN-DED-BW
K. TSP-LOAN1-ADJ
L. TSP-LOAN2-ADJ
M. UNION-DUES-BW
N. UNION-DUES-ADJ
O. VOL-ALLOT-BW
P. STATE-TAX-BW
Q. STATE-TAX-ADJ
R. FRMR-ST-ADJ-DOL
S. Super Diff: Hist BW
T. Empl Hist Stfng Dfrntl BW Amt
U. Empl Hist Stfng Dfrntl BW Adj Amt
V. Super Diff: Hist BW Adj
W. FSA HC: BW DED HIST
X. FSA DC: BW DED HIST

REPORT 974 **PAY PERIOD HISTORY4 – QHIST4** **(Page 4 of 5)** PAYROLL

PURPOSE: To display Pay Period History Data for an employee.
CONTENT: User selects Employee, Pay Ending Date.
SEQUENCE: N/A



```
COMMAND: ________                 NPPS
NA01591                PAY PERIOD HISTORY4 - QHIST4      4 OF 5
-------------------------------------------------------------------------------
SSN: AAA-AA-AAAA  LAST NAME: BBBBBBBBBBBBBBBBBBBBBB FIRST NM: CCCCCCCCCCCC I: D
LEAVE PER:  LL     PAY ENDING DATE: EEEEEEEE

         *** ANNUAL LEAVE ***                        *** SICK LEAVE ***

        PYCO        CUR        YTD                PYCO        CUR        YTD
EARN:             HHHH.HH    NNNN.NN       EARN:             RRRR.RR    VVVV.VV
USED:              III.II    OOOO.OO       USED:             SSSS.SS    WWWW.WW
RIC:               JJJ.JJ    PPPP.PP       RIC:              TTTT.TT    XXXX.XX
BAL:  GGGGG.GG   KKKKK.KK   QQQQQ.QQ       BAL:  YYYYY.YY   UUUUU.UU   iiiii.ii

     AL BAL:     MMMMM.MM                       SL BAL:     aaaaa.aa

LWOP CURR: ZZZZ.ZZ   LWOP 80 HR: bbbb.bb    RL PYCO: cccc.cc   RL USED: dddd.dd
LWOP YTD: eeeee.ee   LWOP WIG:  fffff.ff    RL REST: gggg.gg   RL BAL:  hhhh.hh
-------------------------------------------------------------------------------
 PF1= HELP          PF3= PREV SCREEN       PF5= MAIN MENU        PF7= BACKWARD
 PF8= FORWARD       PF12= END
```

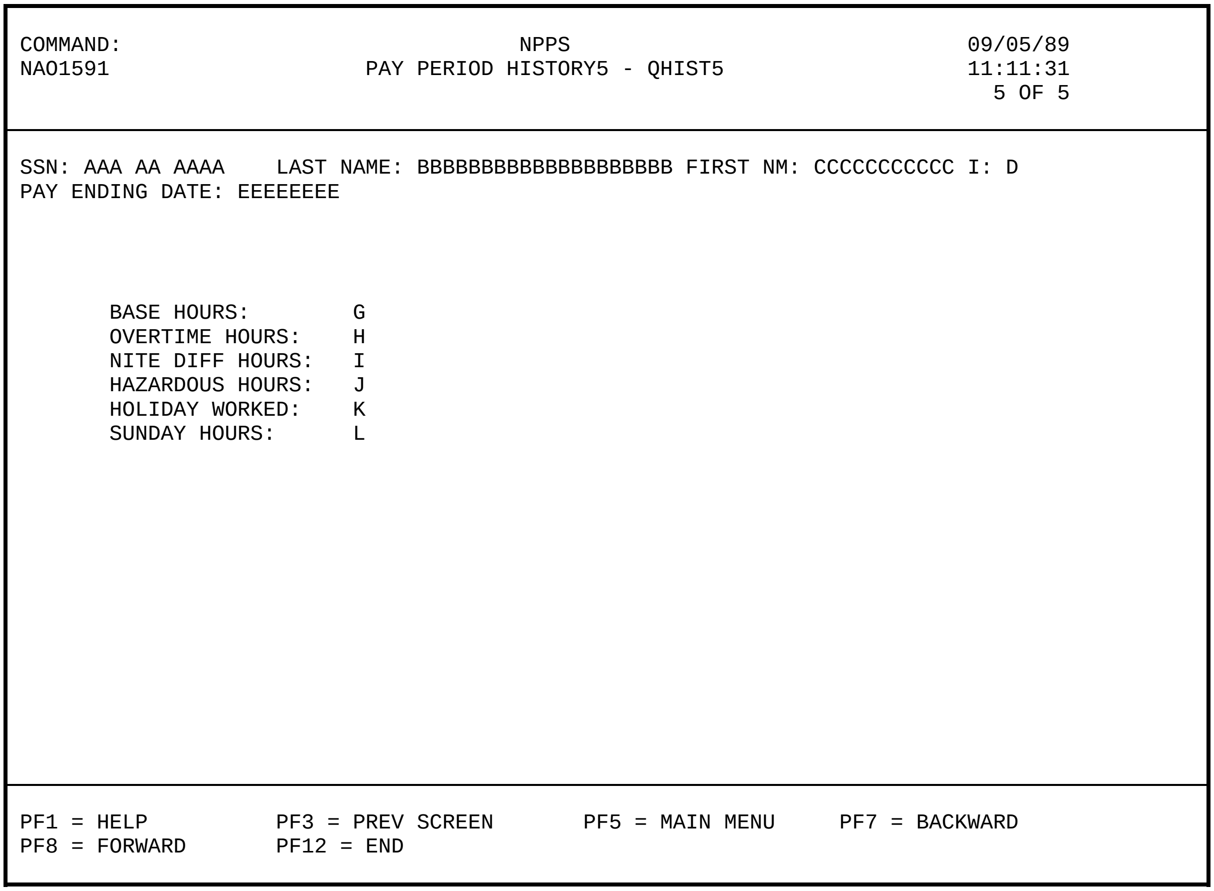
A. SSN (User input; Opt.)
B. Name: Last (User input; Opt.)
C. Name: First (User input; Opt.)
D. Name: MI (User input; Opt.)
E. Pay Ending Date (User input)
G. ANNUAL-LV-PYCO
H. ANNUAL-LV-ACCR-BW
I. ANNUAL-LV-USE-BW
J. ANNUAL-LV-RIC-BW
K. H - (I + J)
L. LEAVE-PERIOD-CUR
M. G + Q
N. ANNUAL-LV-YTD-ACR
O. ANNUAL-LV-YTD-USE
P. ANNUAL-LV-YTD-RIC
Q. N - (O + P)
R. SICK-LV-ACCR-BW
S. SICK-LV-USE-BW
T. SICK-LV-RIC-BW
U. R - (S + T)
V. SICK-LV-ACCR-YTD
W. SICK-LV-USED-YTD
X. SICK-LV-RIC-YTD
Y. SICK-LV-PYCO
Z. LWOP-USED-BW
a. Y + i
b. LWOP-80-HOUR-ACR
c. REST-LV-PYCO
d. RESTOR-LV-USE-BW
e. LWOP-USED-YTD
f. LWOP-WIG-HOURS
g. REST-LV-HR-TOT
h. RESTOR-LV-BAL
i. v - (w + x)

REPORT 974 **PAY PERIOD HISTORY5 – QHIST5** **(Page 5 of 5)** PAYROLL

PURPOSE: To display Pay Period History Data for an employee.

CONTENT: User selects Employee, Pay Ending Date.

SEQUENCE: N/A



```
COMMAND:                                NPPS                                  09/05/89
NA01591                    PAY PERIOD HISTORY5 - QHIST5                       11:11:31
                                                                                5 OF 5

SSN: AAA AA AAAA    LAST NAME: BBBBBBBBBBBBBBBBBBBB FIRST NM: CCCCCCCCCCC I: D
PAY ENDING DATE: EEEEEEEE



       BASE HOURS:         G
       OVERTIME HOURS:     H
       NITE DIFF HOURS:    I
       HAZARDOUS HOURS:    J
       HOLIDAY WORKED:     K
       SUNDAY HOURS:       L

PF1 = HELP          PF3 = PREV SCREEN       PF5 = MAIN MENU     PF7 = BACKWARD
PF8 = FORWARD       PF12 = END
```

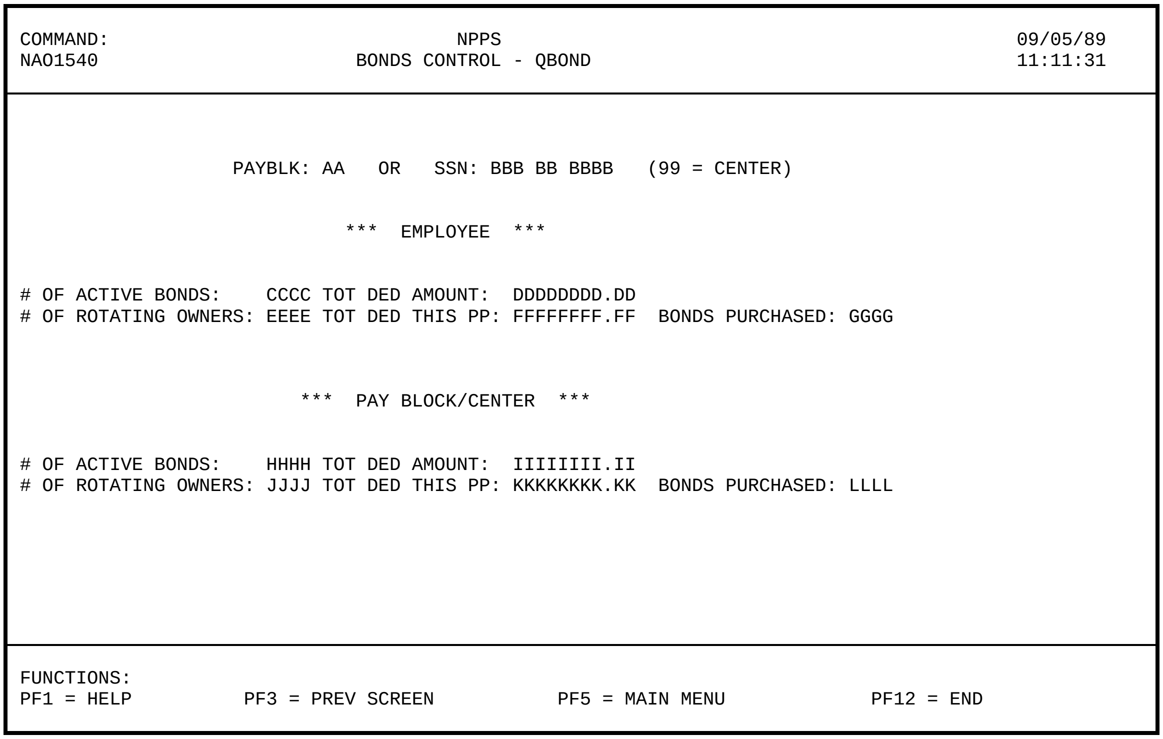
A.	SSN	(User input; opt.)
B.	Name: Last	(User input; opt.)
C.	Name: First	(User input; opt.)
D.	Name: MI	(User input; opt.)
E.	Pay Ending Date	(User input)
G.	BASE-HRS-BW	
H.	OT-HRS-BW	
I.	NITE-DIF-HR-BW	
J.	HAZARD-HOURS-BW	
K.	HOLIDAY-HRS-BW	
L.	Sunday Diff: Hours B/W Hist	

REPORT 975 **BONDS CONTROL - QBOND** PAYROLL

PURPOSE: To calculate Bond Control Totals.

CONTENT: Center, Payblock, or Individual Bond deduction summaries for active bonds.

SEQUENCE: N/A



```
COMMAND:                                NPPS                                        09/05/89
NA01540                       BONDS CONTROL - QBOND                                 11:11:31


                   PAYBLK: AA   OR   SSN: BBB BB BBBB   (99 = CENTER)

                             ***  EMPLOYEE  ***

# OF ACTIVE BONDS:    CCCC TOT DED AMOUNT:  DDDDDDDD.DD
# OF ROTATING OWNERS: EEEE TOT DED THIS PP: FFFFFFFF.FF  BONDS PURCHASED: GGGG


                         ***  PAY BLOCK/CENTER  ***

# OF ACTIVE BONDS:    HHHH TOT DED AMOUNT:  IIIIIIII.II
# OF ROTATING OWNERS: JJJJ TOT DED THIS PP: KKKKKKKK.KK  BONDS PURCHASED: LLLL


FUNCTIONS:
PF1 = HELP          PF3 = PREV SCREEN           PF5 = MAIN MENU             PF12 = END
```

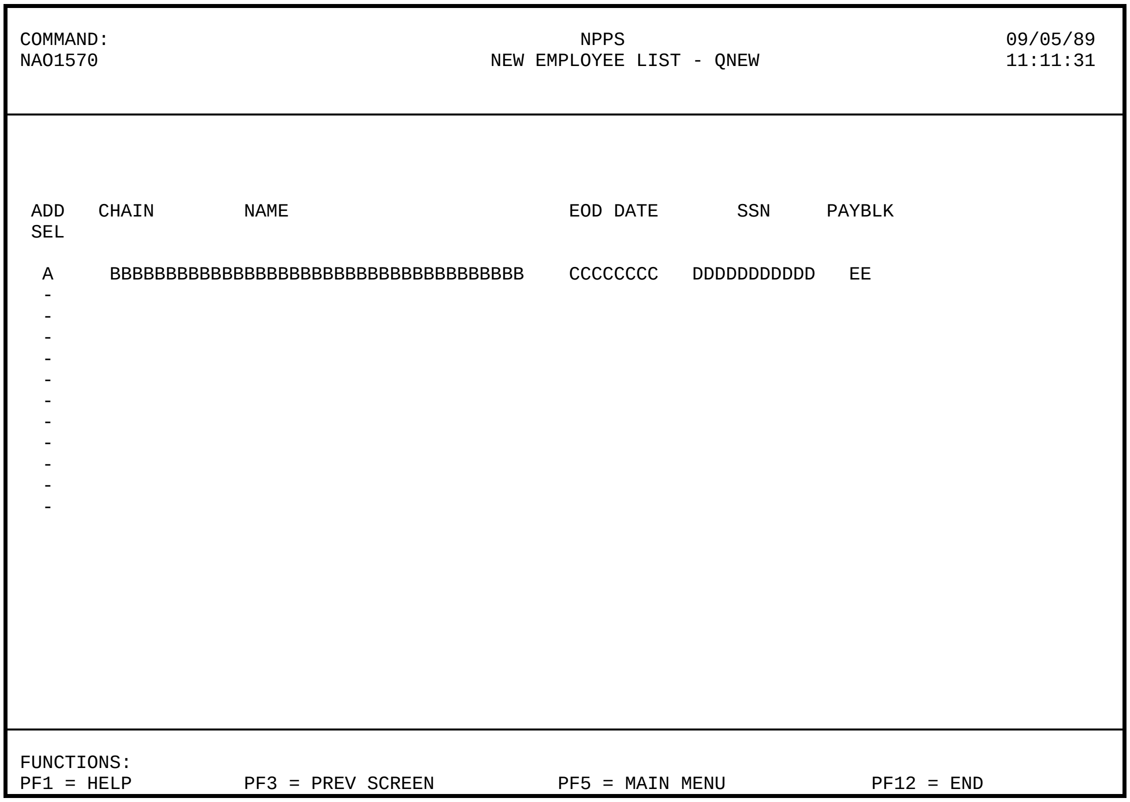
A. Pay Block (User input; 99 for center)
B. SSN (User input)
C. Count of (Bond: Code not = 'D') and (Bond: Requested Deduction > 0)
D. Total of Bond: Requested Deduction
E. Count of Bond: Owner SSN
F. Total of Bond: Current Deduction
G. Count of (Bond: Purchase Indicator not = blank)
H. C For Pay Block or Center
I. D For Pay Block or Center
J. E For Pay Block or Center
K. F For Pay Block or Center
L. G For Pay Block or Center

REPORT 976 **NEW EMPLOYEE LIST - QNEW** PAYROLL

PURPOSE: To display new employees and, optionally, begin the process to administer the payroll action for new employees.

CONTENT: New employees.

SEQUENCE: By Center Code, SSN.



```
COMMAND:                                        NPPS                                   09/05/89
NAO1570                                 NEW EMPLOYEE LIST - QNEW                       11:11:31



 ADD   CHAIN        NAME                         EOD DATE       SSN      PAYBLK
 SEL

  A     BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB    CCCCCCCC   DDDDDDDDDDD   EE
  -
  -
  -
  -
  -
  -
  -
  -
  -
  -
  -



FUNCTIONS:
PF1 = HELP          PF3 = PREV SCREEN            PF5 = MAIN MENU            PF12 = END
```

A. Non blank entry in any line starts NAO1110 process (User input)

B. Name: Last, Name: First, Name: Middle

C. EOD Date

D. SSN

E. PAY-NEW-EMP-BLK

SELECTION CRITERIA:
Includes all employees with the following criteria:

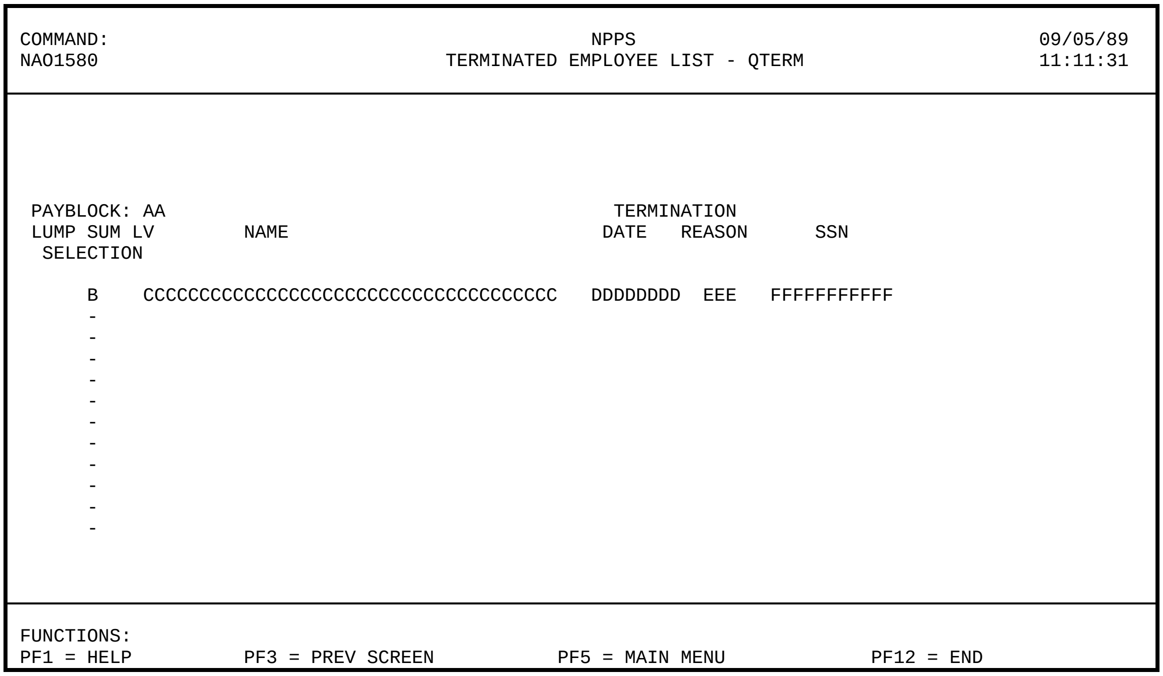
- New employee indicator not equal blank

REPORT 977 TERMINATED EMPLOYEE LIST - QTERM PAYROLL

PURPOSE: To list terminating employees by pay block. Allows selection of employee for processing of lump sum leave.

CONTENT: All terminating employees.

SEQUENCE: By Center Code, Pay Block, SSN.



```
COMMAND:                                     NPPS                                   09/05/89
NA01580                          TERMINATED EMPLOYEE LIST - QTERM                  11:11:31

 PAYBLOCK: AA                                         TERMINATION
 LUMP SUM LV        NAME                             DATE    REASON      SSN
  SELECTION

      B    CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC   DDDDDDDD  EEE   FFFFFFFFFFF
      -
      -
      -
      -
      -
      -
      -
      -
      -
      -
      -

FUNCTIONS:
PF1 = HELP          PF3 = PREV SCREEN           PF5 = MAIN MENU            PF12 = END
```

A. Pay Block (User input; 01-09)

B. Non Blank Entry initiates Lump Sum Leave Calculation

C. Name: Last, Name: First, Name: Middle

D. Termination Date

E. Termination Reason

F. SSN

SELECTION CRITERIA:
Include all employees with the following criteria:

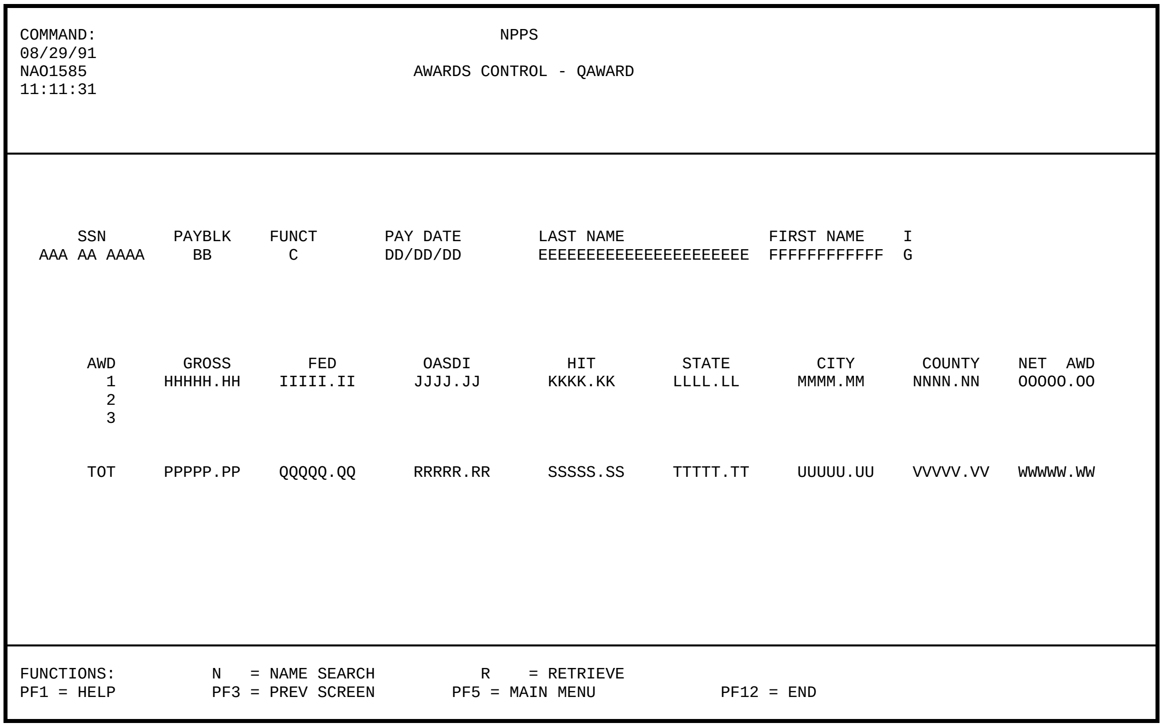
- Duty Status equals 'Z'
- Reactivation Indicator equals 0 (active for pay)

REPORT 978 AWARDS CONTROL - QAWARD PAYROLL

PURPOSE: To display and update employee awards data.

CONTENT: Selected employee awards data. User may modify local award check field.

SEQUENCE: N/A



```
COMMAND:                                          NPPS
08/29/91
NA01585                                  AWARDS CONTROL - QAWARD
11:11:31

      SSN       PAYBLK    FUNCT       PAY DATE        LAST NAME               FIRST NAME    I
  AAA AA AAAA     BB        C         DD/DD/DD        EEEEEEEEEEEEEEEEEEEEEE  FFFFFFFFFFFF  G

       AWD       GROSS        FED         OASDI          HIT         STATE       CITY        COUNTY     NET  AWD
         1     HHHHH.HH    IIIII.II      JJJJ.JJ       KKKK.KK      LLLL.LL      MMMM.MM     NNNN.NN    OOOOO.OO
         2
         3

       TOT     PPPPP.PP    QQQQQ.QQ      RRRRR.RR      SSSSS.SS     TTTTT.TT     UUUUU.UU    VVVVV.VV   WWWWW.WW

FUNCTIONS:          N   = NAME SEARCH           R    = RETRIEVE
PF1 = HELP          PF3 = PREV SCREEN        PF5 = MAIN MENU             PF12 = END
```

A. SSN (User input; opt.)
B. Pay Block
C. Function (User input)
D. Pay Data
E. Name: Last; If Function = N: (User input; opt.)
F. Name: First If Function = N: (User input; opt.)
G. Name: Middle Initial If Function = N: (User input; opt.)
H. Award: Amount
I. Federal Tax: Award B/W
J. FICA: Award B/W
K. HIT: Award B/W
L. State Tax: Award B/W
M. City Tax: Award B/W
P. Total Award: Amount
Q. Total Fed Tax: Award B/W
R. Total FICA: Award B/W
S. Total HIT: Award B/W
T. Total State Tax: Award B/W
U. Total City Tax: Award B/W
V. Total County Tax: Award B/W
W. Total Award: Net Amount

REPORT 106 **PAYROLL CASH AWARDS REGISTER** PAYROLL

PURPOSE: List employees receiving cash awards in current pay period.

CONTENT: Details of current pay period cash awards by employee.

SEQUENCE: By Center, Pay Block & SSN or Center, Pay Block & Employee Name
Totals By Center, Agency

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  106                               NASA PAYROLL AND PERSONNEL SYSTEM                             PAGE:
 SEQUENCED BY:                                         INSTALLATION NAME                                     DATE:
                                                          FACILITY NAME                                      TIME:
                                                  PAYROLL CASH AWARDS REGISTER
                                                  PAY PERIOD   A    AS OF    B

PB  C
-----                            PAY       LOC F
    SSN        NAME              PLAN ORG  AWD C NOAC     GROSS      FED     STATE    CITY   COUNTY   FICA     HIT    NET
                                               L
    ---        ----              ---- --- --- - ----     -----      ---     -----    ----   ------   ----     ---    ---
     D          E                 F    G   H   b   C         I        J        K        L       d       M       N      O
    FICA & HIT Earnings                                                                                 f       g
    GOVT CONTR                                                                                          P       Q

    *FORMER STATE INDICATED:jj





                               GROSS            FED          STATE       CITY       COUNTY          FICA        HIT        NET
                               -----            ---          -----       ----       ------          ----        ---        ---
PAY BLOCK TOTALS   C             R               S             T           U           e             V           W          X
FICA & HIT Earnings                                                                                  h           i
GOVT CONTR TOTALS                                                                                    Y           Z
NO. AWARD CHECKS   a



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Period
B. Current Date
C. Pay Block: Processing
D. SSN
E. Employee Name(Last, First, Mi, Gen)
F. Pay Plan
G. Organization: Assigned
H. Award: Designated Agent Check

I. Award: Amount
J. Federal Tax: Award B/W
K. State Tax: Award B/W
L. City Tax: Award B/W
M. FICA: Award B/W
N. HIT: Award B/W
O. Award: Net Amount
P. Award: Current Gov FICA Cont
Q. Award: Current HIT Gov Cont
R. Total of I for Pay Block
S. Total of J for Pay Block
T. Total of K for Pay Block
U. Total of L for Pay Block
V. Total of M for Pay Block
W. Total of N for Pay Block
X. Total of O for Pay Block
Y. Total of P for Pay Block
Z. Total of Q for Pay Block
a. Number of Employees with Awards in Pay Block
b. Facility Code
c. Award: NOAC
d. County Tax: Award B/W
e. Total of d for Pay Block
f. Award: FICA Earning Amount
g. Award: HIT Earning Amount
h. Total of f for Pay Block
i. Total of g for Pay Block
j. State Abbreviation of former state if tax was withheld

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Award: Amount Greater Than 0
- Facility Code Equals User Designated Facility Code if entered

REPORT 106 PAYROLL CASH AWARDS REGISTER - NON-PERSONNEL ACTION CASH AWARDS

PURPOSE: List recipients of Non-Personnel Action Cash Awards in the current pay period.

CONTENT: Details of current pay period Non-Personnel Action Cash Awards by recipient.

SEQUENCE: By Center, Award Recipient SSN, Award Recipient Name (based on the secondary sort of the rest of the report). Totals by Center, Agency.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    106                               NASA PAYROLL AND PERSONNEL SYSTEM                                    PAGE:
SEQUENCED BY:                                            INSTALLATION NAME                                           DATE:
                                                           FACILITY NAME                                             TIME:
                                                   PAYROLL CASH AWARDS REGISTER
                                                 NON-PERSONNEL ACTION CASH AWARDS
                                                           AS OF MM/DD/YY



                                                           AWD ICB
    SSN              NAME                                  TYP CAT    GROSS      FED     STATE   CITY    FICA    HIT       NET
-----------   -------------------------------------------  --- ---  ---------  -------- ------- ------- ------- -------  ---------

AAA-AA-AAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   C   D   EEEEEE.EE  FFFFF.FF GGGG.GG HHHH.HH IIII.II KKKK.KK  MMMMMM.MM
   GOVT CONTR                                                                           NN             JJJJ.JJ LLLL.LL

AAA-AA-AAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   C   D   EEEEEE.EE  FFFFF.FF GGGG.GG HHHH.HH IIII.II KKKK.KK  MMMMMM.MM
   GOVT CONTR                                                                           NN              JJJJ.JJ LLLL.LL

AAA-AA-AAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   C   D   EEEEEE.EE  FFFFF.FF GGGG.GG HHHH.HH IIII.II KKKK.KK  MMMMMM.MM
   GOVT CONTR                                                                           NN              JJJJ.JJ LLLL.LL







                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Recipient SSN
B. Award Recipient Name (Last, First, MI, Gen)
C. Award Type Code
D. Award ICB Category Code
E. Award Gross Amount
F. Award Federal Tax Deduction Amount
G. Award State Tax Deduction Amount
H. Award City Tax Deduction Amount
I. Award FICA Deduction Amount
J. Award FICA Government Contribution Amount
K. Award HIT Deduction Amount
L. Award HIT Government Contribution Amount
M. Award Net Amount
N. Award State Tax Code

SELECTION CRITERIA:

Include all awards with the following criteria:

- Installation equals user designated center code
- Award Payment Date equals current pay date

REPORT 106 **PAYROLL CASH AWARDS REGISTER - CENTER TOTALS** PAYROLL

PURPOSE: To provide a summary of current pay period cash awards for each NOAC by pay plan.

CONTENT: Details of current pay period cash awards for each pay plan.

SEQUENCE: By Center, Pay Plan. Totals by Center, Agency.

```
REPORT NO:  106                               NASA PAYROLL AND PERSONNEL SYSTEM                                PAGE:
SEQUENCE BY:                                         INSTALLATION NAME                                         DATE:
CENTER TOTALS                                          FACILITY NAME                                           TIME:
                                                 PAYROLL CASH AWARDS REGISTER
                                                PAY PERIOD    A     AS OF      B


                                PAYPLAN     NOAC    GROSS       FED         STATE       CITY       FICA        HIT        NET

                                   C         X        D          E            F          G          H           I          J
 GOVT CONTR TOTALS                                                                                  K           L
 NO. AWARDS CHECKS=>               M


 EMPLOYEE TOTALS                                      N          O            P          Q          R           S          T
 GOVT CONTR TOTALS                                                                                  U           V
 NO. AWARDS CHECKS                 W         Y

 *FORMER STATE INDICATED


EMPLOYEE TOTALS                                      NN         OO           PP         QQ         RR          SS         TT
EXCLUDING NOAC 987
GOVT CONTR TOTALS                                                                                  UU          VV
 NO. AWARDS CHECKS                 WW        YY
```

A. Pay Period
B. Current Date
C. Pay Plan
D. Total Award Amount (for Pay Plan)
E. Total Federal Tax: Award B/W (for Pay Plan)
F. Total State Tax: Award B/W (for Pay Plan)
G. Total City Tax: Award B/W (for Pay Plan)
H. Total FICA: Award B/W (for Pay Plan)
I. Total HIT: Award B/W (for Pay Plan)
J. Total Award: Net Amount (for Pay Plan)
K. Total Award: Current Gov FICA Cont (for Pay Plan
L. Total Award: Current HIT Gov Cont (for Pay Plan)
M. Number of Award Checks for Pay Plan
N. Total of D for the Center
O. Total of E for the Center
P. Total of F for the Center
Q. Total of G for the Center
R. Total of H for the Center
S. Total of I for the Center
T. Total of J for the Center
U. Total of K for the Center
V. Total of L for the Center
W. Total Number of Award Checks
X. Total Award Amount (for Pay Plan) by NOAC Name (table look-up)
Y. Total of X for the Center
NN. Total of D for the Center excluding NOAC 987
OO. Total of E for the Center excluding NOAC 987
PP. Total of F for the Center excluding NOAC 987
QQ. Total of G for the Center excluding NOAC 987
RR. Total of H for the Center excluding NOAC 987
SS. Total of I for the Center excluding NOAC 987

TT. Total of J for the Center excluding NOAC 987

UU. Total of K for the Center excluding NOAC 987

VV. Total of L for the Center excluding NOAC 987

WW. Total Number of Award Checks excluding NOAC 987

YY. Total of X for the Center excluding NOAC 987

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Award: Amount Greater Than 0
- Facility Code Equals User Designated Facility Code if entered

REPORT 106 PAYROLL CASH AWARDS REGISTER - STATE TAX SUMMARY

PURPOSE: To provide a summary of current pay period cash awards by state.

CONTENT: Details of current cash awards by state.

SEQUENCE: By Center, State. Totals by Center, Agency.

```
REPORT NO:  106                                NASA PAYROLL AND PERSONNEL SYSTEM                               PAGE:
SEQUENCED BY:                                         INSTALLATION NAME                                        DATE:
                                                        FACILITY NAME                                          TIME:
                                                 PAYROLL CASH AWARDS REGISTER
                                               PAY PERIOD   A    AS OF    B

                                                 CASH AWARDS STATE TAX SUMMARY

                                                 STATE      WAGES       STATE TAX
                                                   C          D            E
                                                   .          .            .
                                                   .          .            .
                                                   .          .            .
                                                   .          .            .
                                                   .          .            .
                                                   .          .            .
                                                   .          .            .
                                              ------------------------------------
                                                              F            G
```

A. Pay Period
B. Current Date
C. Local Tax Entity: Code (State)
D. Award: Amount (State Total) + Award Gross Amount (State Total)
E. State Tax Award B/W: Total + Award State Tax Deduction Amount (Total)
F. Total of all Award Amounts
G. Total of all State Tax Withheld

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equal User Designated Center Code
- Award: Amount greater than 0
- Facility Code equals User Designated Facility Code if entered
- Award Payment Date equals current pay date

REPORT 106 PAYROLL CASH AWARDS REGISTER - CITY TAX SUMMARY PAYROLL

PURPOSE: To provide a summary of current pay period cash awards by city taxing entity.

CONTENT: Details of current cash awards by city.

SEQUENCE: By Center, City. Totals by Center, Agency.

```
REPORT NO:  106                                   NASA PAYROLL AND PERSONNEL SYSTEM                           PAGE:
SEQUENCED BY:                                            INSTALLATION NAME                                    DATE:
                                                           FACILITY NAME                                      TIME:
                                                    PAYROLL CASH AWARDS REGISTER
                                                  PAY PERIOD   A    AS OF    B

                                                    CASH AWARDS CITY TAX SUMMARY

                                                    CITY       WAGES      CITY TAX
                                                      C          D            E
                                                      .          .            .

--------------------
                                                                 F            G
```

A. Pay Period
B. Current Date
C. Local Tax Entity: Code (City Name)
D. Award: Amount (City Total) + Award Gross Amount (City Total)
E. City Tax Award B/W: Total + Award City Tax Deduction Amount (Total)
F. Total of all Award Amounts
G. Total of all City Tax Withheld

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equal User Designated Center Code
- Award: Amount greater than 0
- Facility Code equals User Designated Facility Code if entered
- Award Payment Date equals current pay date

REPORT 106 **PAYROLL CASH AWARDS REGISTER FOR ICB AWARDS NOAC 987** PAYROLL

PURPOSE: List employees receiving cash ICB awards NOAC 987 in current pay period.

CONTENT: Details of current pay period cash ICB awards NOAC 987 by employee.

SEQUENCE: By Center, Pay Block & SSN or Center, Pay Block & Employee Name
Totals By Center, Agency

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:  106                               NASA PAYROLL AND PERSONNEL SYSTEM                             PAGE:
 SEQUENCED BY:                                       INSTALLATION NAME                                       DATE:
                                                          FACILITY NAME                                      TIME:
                                      PAYROLL CASH AWARDS REGISTER FOR ICB AWARDS NOAC 987
                                                  PAY PERIOD   A    AS OF    B

PB  C
-----                          DTY  PAY       LOC F
    SSN        NAME            STS  PLAN ORG  AWD C NOAC     GROSS      FED     STATE    CITY   COUNTY   FICA     HIT    NET
                                               L
    ---        ----            ---  ---- ---  --- - ----     -----      ---     -----    ----   ------   ----     ---    ---
     D          E               k    F    G    H   b   C        I        J        K        L       d       M       N      O
    FICA & HIT Earnings                                                                                    f       g
    GOVT CONTR                                                                                             P       Q

    *FORMER STATE INDICATED:jj



                               GROSS            FED          STATE       CITY       COUNTY          FICA        HIT        NET
                               -----            ---          -----       ----       ------          ----        ---        ---
PAY BLOCK TOTALS   C             R               S             T           U           e             V           W          X
FICA & HIT Earnings                                                                                  h           i
GOVT CONTR TOTALS                                                                                    Y           Z
NO. AWARD CHECKS   a



















                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Period
B. Current Date
C. Pay Block: Processing
D. SSN
E. Employee Name(Last, First, Mi, Gen)
F. Pay Plan
G. Organization: Assigned
H. Award: Designated Agent Check

I. Award: Amount
J. Federal Tax: Award B/W
K. State Tax: Award B/W
L. City Tax: Award B/W
M. FICA: Award B/W
N. HIT: Award B/W
O. Award: Net Amount
P. Award: Current Gov FICA Cont
Q. Award: Current HIT Gov Cont
R. Total of I for Pay Block
S. Total of J for Pay Block
T. Total of K for Pay Block
U. Total of L for Pay Block
V. Total of M for Pay Block
W. Total of N for Pay Block
X. Total of O for Pay Block
Y. Total of P for Pay Block
Z. Total of Q for Pay Block
a. Number of Employees with Awards in Pay Block
b. Facility Code
c. Award: NOAC
d. County Tax: Award B/W
e. Total of d for Pay Block
f. Award: FICA Earning Amount
g. Award: HIT Earning Amount
h. Total of f for Pay Block
i. Total of g for Pay Block
j. State Abbreviation of former state if tax was withheld
k. Duty Status

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Award: Amount Greater Than 0
- Facility Code Equals User Designated Facility Code if entered
- NOAC Equals '987'

REPORT 106 **PAYROLL CASH AWARDS REGISTER FOR ICB AWARDS NOAC 987** PAYROLL

PURPOSE: To provide a summary of current pay period cash ICB awards NOAC 987 for each NOAC by pay plan.

CONTENT: Details of current pay period cash ICB awards NOAC 987 for each pay plan.

SEQUENCE: By Center, Pay Plan. Totals by Center, Agency.

```
REPORT NO:  106                                NASA PAYROLL AND PERSONNEL SYSTEM                            PAGE:
SEQUENCE BY:                                          INSTALLATION NAME                                     DATE:
CENTER TOTALS                                           FACILITY NAME                                       TIME:
                                         PAYROLL CASH AWARDS REGISTER FOR ICB AWARDS NOAC 987
                                                PAY PERIOD    A   AS OF     B


                          PAYPLAN    NOAC    GROSS        FED        STATE       CITY       FICA        HIT        NET

                             C        X        D           E           F          G          H           I          J
 GOVT CONTR TOTALS                                                                           K           L
 NO. AWARDS CHECKS=>         M


 EMPLOYEE TOTALS                               N           O           P          Q          R           S          T
 GOVT CONTR TOTALS                                                                           U           V
 NO. AWARDS CHECKS           W        Y

 *FORMER STATE INDICATED
```

A. Pay Period
B. Current Date
C. Pay Plan
D. Total Award Amount (for Pay Plan)
E. Total Federal Tax: Award B/W (for Pay Plan)
F. Total State Tax: Award B/W (for Pay Plan)
G. Total City Tax: Award B/W (for Pay Plan)
H. Total FICA: Award B/W (for Pay Plan)
I. Total HIT: Award B/W (for Pay Plan)
J. Total Award: Net Amount (for Pay Plan)
K. Total Award: Current Gov FICA Cont (for Pay Plan
L. Total Award: Current HIT Gov Cont (for Pay Plan)
M. Number of Award Checks for Pay Plan
N. Total of D for the Center
O. Total of E for the Center
P. Total of F for the Center
Q. Total of G for the Center
R. Total of H for the Center
S. Total of I for the Center
T. Total of J for the Center
U. Total of K for the Center
V. Total of L for the Center
W. Total Number of Award Checks
X. Total Award Amount (for Pay Plan) by NOAC Name (table look-up)
Y. Total of X for the Center

SELECTION CRITERIA

Includes All Employees With The Following Criteria:

- Installation Code Equal User Designated Center Code
- Award: Amount Greater Than 0
- Facility Code Equals User Designated Facility Code if entered
- NOAC Equals ‘987’

REPORT 108 **PAYROLL AWARDS HISTORY** PAYROLL

PURPOSE: To provide a listing of Awards received in the current pay year.

CONTENT: All recipients of awards for the calendar year.

SEQUENCE: Pay block and name or Pay block and SSN.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB108                                NASA PAYROLL AND PERSONNEL SYSTEM                           PAGE:
SEQUENCED BY:  PB & SSN                                  INSTALLATION NAME                                    DATE:
                                                           FACILITY NAME                                      TIME:
                                                   PAYROLL AWARDS HISTORY FOR 1991



     PB   SSN   EMPLOYEE   NAME                       ORG CODE   PAY DATE
                PAY  PRD   GROSS AWD AMT     FED WH   OASDI WH        HIT WH    STATE WH    CITY WH   COUNTY WH   NET AWD AMT

      A    B    C                 E            F         G        I                K           L         M             N
                      D                                   H           J

   PAY BLOCK TOTALS               e            f          h           j            k           l         m             n


       GRAND TOTALS

              TOTAL OF
           ALL PAY BLOCKS         P            Q          R           S            T           U         V             W










                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block Processing
B. SSN
C. Name (Last, First, MI)
D. Pay period number
E. Award: Earnings
F. Award: Fed Tax DED
G. Organization: Assigned
H. Award: FICA Deduction
I. Pay Date
J. Award: HIT Deduction
K. Award: State Tax DED
L. Award: City Tax DED
M. Award: County Tax DED
N. Award: Net Earnings
e. Pay Block Total of E
f. Pay Block Total of F
h. Pay Block Total of H
j. Pay Block Total of J
k. Pay Block Total of K
l. Pay Block Total of L
m. Pay Block Total of M
n. Pay Block Total of N

REPORT 110 **DONATED ANNUAL LEAVE** PAYROLL

PURPOSE: To provide a listing of all Donated Annual Leave for the current pay period.

CONTENT: All annual leave Donors and Recipients.

SEQUENCE: Pay block and name or Pay block and SSN.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB110                               NASA PAYROLL AND PERSONNEL SYSTEM                         PAGE:
SEQUENCED BY:  PB & SSN                                   INSTALLATION NAME                                DATE:
                                                            FACILITY NAME                                  TIME:
                                            DONATED ANNUAL LEAVE    FOR PAY PERIOD GG


     PB     SSN     EMPLOYEE NAME                    REASON     DONOR HOURS     RECIPIENT HOURS

      A      B            F                            C               D                 E



















                                                 SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block: Processing
B. SSN
F. Name (Last, First, MI)
C. Donated Al: Reason Code
D. Donated Al: Current Given
E. Donated Al: Received B/W
G. Pay Cntl: Pay Period

REPORT 111 PERMANENT CHANGE OF STATION

PURPOSE: To aid in the reconciliation of the quarterly tax reports and the FORM 4782 provided to each employee at the end of the tax year.

CONTENT: All employees with current or YTD PCS data.

SEQUENCE: Selective by Center, SSN, Pay Block and SSN, or Name. Totals by Center, Agency.

```
                                                   SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:    111                                NASA PERSONNEL AND PAYROLL SYSTEM                                    PAGE:
 SEQUENCED BY:                                            INSTALLATION NAME                                            DATE:
                                                  PERMANENT CHANGE OF STATION REPORT                                   TIME:
                                                           AS OF MM/DD/YY
                                                      END OF QUARTER *d REPORT**


                                  PCS EARNINGS SUBJECT TO TAX                                  PCS WITHHOLDINGS
              EARNINGS ------------------------------------------------- ------------------------------------------------------------
 NOT SUBJ   FEDERAL    FICA      STATE     CITY       HIT     FEDERAL     HIT      FICA      STATE     CITY     COUNTY
 PB SSN/NAME  CUR/YTD    CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD   CUR/YTD
                                               QTD       QTD                                                QTD       QTD       QTD


AA BBBBBBBBB YYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYY
              CCCCC.CC  EEEEE.EE  ZZZZZ.ZZ  GGGGG.GG  IIIII.II  *BBBB.BB  MMMMM.MM  OOOOO.OO  QQQQQ.QQ  SSSSS.SS  UUUUU.UU  WWWWW.WW
              DDDDD.DD  FFFFF.FF  *AAAA.AA  HHHHH.HH  JJJJJ.JJ  *CCCC.CC  NNNNN.NN  PPPPP.PP  RRRRR.RR  TTTTT.TT  VVVVV.VV  XXXXX.XX
                                            *DDDD.DD  *EEEE.EE                                          *FFFF.FF  *GGGG.GG  *HHHH.HH


 AA BBBBBBBBB YYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYY
              CCCCC.CC  EEEEE.EE  ZZZZZ.ZZ  GGGGG.GG  IIIII.II  *BBBB.BB  MMMMM.MM  OOOOO.OO  QQQQQ.QQ  SSSSS.SS  UUUUU.UU  WWWWW.WW
              DDDDD.DD  FFFFF.FF  *AAAA.AA  HHHHH.HH  JJJJJ.JJ  *CCCC.CC  NNNNN.NN  PPPPP.PP  RRRRR.RR  TTTTT.TT  VVVVV.VV  XXXXX.XX
                                            *DDDD.DD  *EEEE.EE                                          *FFFF.FF  *GGGG.GG  *HHHH.HH


 AA BBBBBBBBB YYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYY
              CCCCC.CC  EEEEE.EE  ZZZZZ.ZZ  GGGGG.GG  IIIII.II  *BBBB.BB  MMMMM.MM  OOOOO.OO  QQQQQ.QQ  SSSSS.SS  UUUUU.UU  WWWWW.WW
              DDDDD.DD  FFFFF.FF  *AAAA.AA  HHHHH.HH  JJJJJ.JJ  *CCCC.CC  NNNNN.NN  PPPPP.PP  RRRRR.RR  TTTTT.TT  VVVVV.VV  XXXXX.XX
                                            *DDDD.DD  *EEEE.EE                                          *FFFF.FF  *GGGG.GG  *HHHH.HH




 CENTER TOTALS

   CURRENT TOTALS  aaaaaaa.aa          ccccccc.cc          eeeeeee.ee          ggggggg.gg          iiiiiii.ii          kkkkkkk.kk
                      bbbbbbb.bb          ddddddd.dd          fffffff.ff          hhhhhhh.hh          jjjjjjj.jj          lllllll.ll

   YTD TOTALS    mmmmmmmmm.mm        ooooooooo.oo        qqqqqqqqq.qq        sssssssss.ss        uuuuuuuuu.uu        wwwwwwwww.ww
                    nnnnnnnnn.nn        ppppppppp.pp        rrrrrrrrr.rr        ttttttttt.tt        vvvvvvvvv.vv        xxxxxxxxx.xx

   QTD TOTALS                                             zzzzzzzz.zz                                                *bbbbbbb.bb
                                         yyyyyyyy.yy                                                 *aaaaaaa.aa         *ccccccc.cc









                                                   SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 111 PERMANENT CHANGE OF STATION
DATA ELEMENTS

A. Pay Block: Processing
B. SSN
C. PCS: Earnings Not Subj Fed Tax
D. PCS: Earnings Not Subj Tax YTD
E. PCS: Earnings Subj Fed Tax
F. PCS: Erngs Subj Fed Tax YTD
G. PCS: State Cur Earn
H. PCS: Erngs Subj State Tax YTD
I. PCS: City Cur Earn
J. PCS: Erngs Subj City Tax YTD
M. PCS: Federal Tax Withheld
N. PCS: Federal Tax Withheld YTD
O. PCS: HIT
P. PCS: HIT Withheld YTD
Q. PCS: FICA
R. PCS: FICA Withheld YTD
S. PCS: State Tax Withheld
T. PCS: State Tax Withheld YTD
U. PCS: City Tax Withheld
V. PCS: City Tax Withheld YTD
W. PCS: County Tax Withheld
X. PCS: County Tax Withheld YTD
Y. PCS: Employee Name(Last, First, MI, Gen)
Z. PCS: FICA Earnings Subj Tax
*A. PCS: FICA Erngs Subj Tax YTD
*B. PCS: Earnings HIT Cur Amount
*C. PCS: Earnings HIT YTD Amount
*D. PCS: Erngs Subj State Tax QTD
*E. PCS: Erngs Subj City Tax QTD
*F. PCS: State Tax Withheld QTD
*G. PCS: City Tax Withheld QTD
*H. PCS: County Tax Withheld QTD
a. Sum of C
b. Sum of E
c. Sum of Z
d. Sum of G
e. Sum of I
f. Sum of *B
g. Sum of M
h. Sum of O
i. Sum of Q
j. Sum of S
k. Sum of U
l. Sum of W
m. Sum of D
n. Sum of F
o. Sum of *A
p. Sum of H
q. Sum of J
r. Sum of *C
s. Sum of N
t. Sum of P
u. Sum of R
v. Sum of T
w. Sum of V
x. Sum of X
y. Sum of *D
z. Sum of *E
*a. Sum of *F
*b. Sum of *G
*c. Sum of *H
*d. Pay Cntl: Tax Quarter

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any of the above fields not equal 0.00

** This will only appear when the value of Pay Cntl: Tax Quarter is 1, 2, 3, or 4

REPORT 112 **MASSCFC SUSPENSE RECONCILIATION** PAYROLL

PURPOSE: To provide an audit trail of all suspended MASSCFC transactions that have not matured to aid in the CFC reconciliation process.

CONTENT: All suspended Payroll MASSCFC transactions.

SEQUENCE: By Effective Date, Sequence.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    112                                NASA PERSONNEL AND PAYROLL SYSTEM                                     PAGE:
SEQUENCED BY: EFFECTIVE DATE,                           INSTALLATION NAME                                              DATE:
              SEQUENCE NO                     MASSCFC SUSPENSE RECONCILIATION REPORT                                   TIME:
                                                         AS OF MM/DD/YY


EFFECTIVE DATE: AAAAAAAA          SEQUENCE NO: BBBB

        SSN      NAME                                                 CFC ORG         DED AMT
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF

EFFECTIVE DATE: AAAAAAAA          SEQUENCE: BBBB

        SSN      NAME                                                 CFC ORG         DED AMT
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
    CCCCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD         EEEEEEEEE        FFF.FF
                                                                                 -------------
       TOTAL                                                                     GGGGGGGG.GG

                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Effective Date
B. Sequence Number (assigned when action suspended)
C. SSN
D. Employee Name (Last, First, MI, Gen)
E. CFC: Agency Code
F. CFC: Requested Deduction
G. Total of F

SELECTION CRITERIA:

- Installation Code equals user designated center code
- All pending MASSCFC suspended transactions

REPORT 109 **DONATED ANNUAL LEAVE FOR HISTORY** PAYROLL

PURPOSE: To provide a listing of all donated annual leave for the requested year.

CONTENT: All recipients of donated annual leave.

SEQUENCE: Center; pay block and name; or pay block and SSN.

```
                                               SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  NAB109                           NASA PAYROLL AND PERSONNEL SYSTEM                             PAGE:
 SEQUENCED BY:  PB & SSN                              INSTALLATION NAME                                    DATE:
                                                       FACILITY NAME                                       TIME:

                                              DONATED ANNUAL LEAVE    FOR llll


                                                              EFF    LV                                          YTD
         PB     SSN     EMPLOYEE NAME                REASON   DATE   PRD   PYCO   RECEIVED   USED   RETURNED   BALANCE

         A       B            C                        D       E      F      G       H        I         J         K


       PAY BLOCK TOTALS

       GRAND TOTAL                                                           g       h        i          j        k










                                                SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Block Processing
B. SSN
C. Employee Name (Last, First, MI)
D. Donated Al: Reason Code
E. Donated Al: Effective Date
F. Leave Period Number
G. Donated Al: PYCO Hist
H. Donated Al: Received B/W Hist
I. Donated Al: Used B/W Hist
J. Donated AL: DONAT-RETURN BW HIST
K. Donated Al: Bal Available
g. Pay Block and Grand Total of G
h. Pay Block and Grand Total of H
i. Pay Block and Grand Total of I
j. Pay Block and Grand Total of J
k. Pay Block and Grand Total of K
l. Year input by user

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equal user designated center code
- Pay Ending Date falls within user specified leave year
- G, H, I, J, or K not = 0

REPORT 508 **SOCIAL SECURITY TAPE - "RS" RECORD STATISTICS** PAYROLL

PURPOSE: To provide summary of the "RS" records for state/local tax entities contained on the tape. An "RS" record is created for each employee for each taxing entity (state and local).

CONTENT: Summaries of selected data included on the Social Security tape.

SEQUENCE: Center, Order of occurrence. Totals by Center and by Agency

```
REPORT NO:  508                                 NASA PAYROLL AND PERSONNEL SYSTEM                           12/12/91
                                                       INSTALLATION NAME                                     PAGE     1
                                      SOCIAL SECURITY TAPE - S RECORD STATISTICS FOR YYYY




               . . . . . NON HIT RECORDS . . . . .       . . . . . HIT RECORDS . . . . .           . . . . . TOTALS . . . . .
  TAX ENTITY   #-REC   TAXABLE EARNINGS   WITHHELD   #-REC   TAXABLE EARNINGS   WITHHELD   #-REC   TAXABLE EARNINGS   WITHHELD


    A          B            C               D          E            F               G       B+E          C+F             D+G
```

A. Tax Entity Name For the Taxing Entity:

B. Count of Records for FICA: Earnings YTD > 0 and (HIT: Earnings YTD = 0 and HIT: Deductions YTD = 0)

C. State Tax (City Tax: or CO Tax:): ERNGS YTD + State Tax (City Tax: or CO Tax:): Former Earnings YTD + PCS: ERNGS SUBJ State (City or County) Tax YTD + PCS: FRMR ERN SUBJ ST (City or CNTY) Tax YTD for B. counted; has already had FSA HC: FED YTD DED and FSA DC: FED YTD DED subtracted.

D. State (or Local Tax Entity) Tax: YTD + PCS: State Tax Withheld YTD + State (City or County) Tax: FRMR W/H YTD + PCS: FRMR W/H SUBJ ST (City or CNTY) Tax YTD) for B. counted.

E. Count of Records for HIT: Earnings YTD > 0 or HIT: Deduction YTD > 0

F. State Tax (City Tax: or CO Tax:): ERNGS YTD + State Tax (City Tax: or CO Tax:): Former Earnings YTD + PCS: ERNGS SUBJ State (City or County) Tax YTD + PCS: FRMR ERN SUBJ ST (City or CNTY) Tax YTD for E. counted; has already had FSA HC: FED YTD DED and FSA DC: FED YTD DED subtracted.

G. State or (Local Tax Entity) Tax: YTD + PCS: State (City or County) Tax Withheld YTD + State (City or County) Tax: FRMR W/H YTD + PCS: FRMR W/H SUBJ ST (City or CNTY) Tax YTD) for E. counted

REPORT 509 SOCIAL SECURITY TAPE - "RF" and “RT” RECORD STATISTICS PAYROLL

PURPOSE: To provide summary of the "RF" and “RT” records for employees, contained on the Social Security Tape. An "RF" record is the Final record on the SSA Tape, a total count of all Employee Wage (“RW”) records on the tape, including grand totals for the following fields: Total Employee Records, Total SS Wages, Total Wages/Earnings, Total Fed Tax W/H and Total EIC. An “RT” record is a subtotal of “RW” records. To obtain grand totals for these fields: FICA/HIT Tax W/H, Annual HIT Wages, Annual HIT W/H and Total TSP, the “RT” records must be added together.

CONTENT: Summaries of selected data included on the Social Security tape.

SEQUENCE: N/A

```
REPORT NO:  509                       NASA PERSONNEL AND PAYROLL SYSTEM                         PAGE:
                                                AGENCY TOTALS                                   DATE:
                                 SOCIAL SECURITY TAPE – “F” AND “T” RECORD STATISTICS


                                                AS OF MM/DD/YY


                   --------------------------------------------------------------------------------
                          Number of Forms W-2                                          A
                          Wages and Other Compensations                                C
                          Federal Income Tax                                           D
                          Advanced Earned Income Credit                                H
                          Social Security Wages                                        B
                          Social Security Tax Withheld                                 E
                          Medicare Wages                                               F
                          Medicare Tax Withheld                                        G
                          TSP                                                          I
                   --------------------------------------------------------------------------------
```

Data Elements

A.	Total Employee Records	from the “RF” record, positions 8-16
B.	Total SS Wages	from the “RT” record, positions 40-54
C.	Total Wages/Earnings	from the “RT” record, positions 10-24
D.	Total Fed Tax W/H	from the “RT” record, positions 25-39
E.	FICS/HIT Tax W/H	from the “RT” records, positions 55-69
F.	Annual HIT wages	from the “RT” records, positions 70-84
G.	Annual HIT W/H	from the “RT” records, positions 85-99
H.	Total EIC	from the “RT” record, positions 115-129
I.	Total TSP	from the “RT” records, positions 145-159

REPORT 818 FUND SOURCE 1 REPORT PAYROLL

PURPOSE: The purpose of this report is to provide information related to the expenditure of Fund Source 1 dollars and man-hours during the current pay period as well as the current FTE Fiscal Year to date. This information is needed by budget and manpower analysts for reporting actuals and for making projections in order to manage both the budget and the manpower allocations. The FTE Fiscal Year is defined as beginning with the pay period covering the first of October and ending with the accumulation of 26 pay periods thereafter. When run for Fiscal Year 1995, the start date will be 10/2 instead of 10/1.

The ability of this report to meet the purpose intended by the user community is limited as follows: Adjustments are made by payroll to the current pay period due to changes in prior pay periods (prior pay periods are not adjusted—NPPS does not support retroactive processing). These adjustments can be for prior fiscal years. Identification of which prior pay period caused the adjustment is not available. Only those data elements that affect the employees' pay or benefits or those elements that are essential to payroll for other accounting are adjusted. In some cases, only accumulated elements are adjusted. Payroll elements are accumulated for the leave year or the pay year, according to payroll needs, and are never accumulated for the FTE fiscal year; therefore, the accumulated data cannot be used for this report, and accumulating the biweekly pay period data will not include the adjustments. Example: LWOP: Used B/W, which is used in several lines to accumulate LWOP hours. Payroll makes adjustments to accumulated LWOP data fields, never to the LWOP: Used B/W field. Another problem in the use of the biweekly LWOP data exists because NPPS does not accommodate partial pay periods for other than new hires and terminations that have matured. When an employee is hired, is terminating, or is changing from PT to FT or vice versa, and the action has not matured from personnel by the time payroll must complete the time & attendance information, the pay period will have as many LWOP hours as needed to make the period hours equal 80. These LWOP: Used B/W hours are never changed; only the accumulated LWOP hours are adjusted in the next pay period.

Other limits to its usefulness include (1) if an active NASA employee is not paid through NPPS; i.e., employee is located out of the country and is paid through the State Department, the report reflects employee as LWOP, specifically showing up as “employees not paid” and “Incidental LWOP,” and (2) since a lot of the items in the report are specific-NOAC driven, the use of a 991 NOAC to change personnel fields that affect lines and columns is a problem. For example, if a 991 NOAC is processed to correct position type (to a value that crosses columns) in a different pay period from the original action, the B/W report which should reflect the original action will be wrong. If the personnel actions history is corrected, however, the YTD report will be correct.

The FUND SOURCE 1 report can be produced for different time periods--biweekly or FTE YEAR-TO-DATE and within the selected time period for different populations: CSRS only, FERS only, OTHER than CSRS/FERS, and total of all employees. The default is BIWEEKLY for all employees. The FTE report is always for all employees. Use a heading of BIWEEKLY FOR the current pay period or FTE YEAR-TO-DATE for the entire pay year; and display the pay period dates and number.

CONTENT: Actual costs for Fund Source 1.

SEQUENCE: By Center, OIG or Agency.

See Next Pages for Report Layouts.

REPORT 818 FUND SOURCE 1 REPORT (Page 1 of 4)

```
   REPORT NO 818                    NASA PERSONNEL AND PAYROLL SYSTEM                         PAGE 1
                                            INSTALLATION NAME                                 DATE
                                                                                              TIME


FUNDS SOURCE 1 REPORT FOR PAY PERIOD XX   FROM MM/DD/YYYY TO MM/DD/YYYY
BIWEEKLY  FOR:   1)CSRS ONLY    2)FERS ONLY    3)OTHER THAN CSRS/FERS    4)ALL EMPLOYEES
(X INDICATES POPULATION COMPONENT)    5)ORGANIZATION INCLUDED:     OR EXCLUDED:


                      FULL TIME PERMANENTS
                                   SES    GS/GM   WAGE     OTHER      TOTAL

EMPLOYEES PAID                     * 1      1      1        1           1
EMPLOYEES NOT PAID                 * 2      2      2        2           2
BASE HOURS                           3      3      3        3           3
GROSS BASE EARNINGS                  4      4      4        4           4
OVERTIME HOURS                       5      5      5        5           5
OVERTIME DOLLARS                     6      6      6        6           6
HOLIDAY HOURS                        63     63     63       63          63
HOLIDAY DOLLARS                      64     64     64       64          64
AVAILABILITY PAY DOLLARS             65     65     65       65          65
PHYSICIANS COMPARABILITY ALLOW       35     35     35       35          35
LUMP SUM PAY COUNT                   7      7      7        7           7
LUMP SUM PAY DOLLARS                 8      8      8        8           8
DIFFERENTIALS                        9      9      9        9           9
MERIT PAY CASH AWARDS                10     10     10       10          10
SES BONUSES                          11     11     11       11          11
ICB INITIAL AWARDS                   74     74     74       74          74
ALL OTHER CASH AWARDS                12     12     12       12          12
RECRUITMENT BONUS                    13     13     13       13          13
RELOCATION BONUS                     14     14     14       14          14
RETENTION ALLOWANCE                  15     15     15       15          15
SEVERANCE PAY                        16     16     16       16          16

BENEFITS,NASA COST:
TSP                                  17     17     17       17          17
FEGLI                                18     18     18       18          18
FEHB                                 19     19     19       19          19
CSRS                                 20     20     20       20          20
FERS                                 21     21     21       21          21
FICA                                 22     22     22       22          22
HIT                                  23     23     23       23          23
SALARY OFFSET,                       24     24     24       24          24
  REEMPL ANNUITANTS
SUBTOTAL OF BENEFITS                 25     25     25       25          25

TOTAL FS1,OC                         26     26     26       26          26
  11 TO 17, W/O PCS

ALL LWOP HOURS (E&I)                 27     27     27       27          27
ALL LWOP DOLLARS (E&I)               28     28     28       28          28
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REPORT 818 FUND SOURCE 1 REPORT (Page 2 of 4)

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REPORT NO 818                                    NASA PERSONNEL AND PAYROLL SYSTEM                        PAGE 2
                                                          INSTALLATION NAME                               DATE
                                                                                                          TIME



                             OTHER THAN FTP   TEMP &                                        NON-CEILING                     TOTAL OF
                              PT-PERM  SUMMER  OTHER    INTERMITTENT     TOTAL      COOP        OTHER      TOTAL  ALL EMPLOYEES

EMPLOYEES PAID                   1       1      1           1             1          1            1          1          1
EMPLOYEES NOT PAID               2       2      2           2             2          2            2          2          2
BASE HOURS                       3       3      3           3             3          3            3          3          3
GROSS BASE EARNINGS              4       4      4           4             4          4            4          4          4
OVERTIME HOURS                   5       5      5           5             5          5            5          5          5
OVERTIME DOLLARS                 6       6      6           6             6          6            6          6          6
HOLIDAY HOURS                    63      63     63          63            63         63           63         63         63
HOLIDAY DOLLARS                  64      64     64          64            64         64           64         64         64
AVAIL PAY DOLLARS                65      65     65          65            65         65           65         65         65
PHYSICIANS COMPARABILITY ALLOW   35      35     35          35            35         35           35         35         35
LUMP SUM PAY COUNT               7       7      7           7             7          7            7          7          7
LUMP SUM PAY DOLLARS             8       8      8           8             8          8            8          8          8
DIFFERENTIALS                    9       9      9           9             9          9            9          9          9
MERIT PAY CASH AWARDS            10      10     10          10            10         10           10         10         10
SES BONUSES                      11      11     11          11            11         11           11         11         11
ICB INITIAL AWARDS               74      74     74          74            74         74           74         74         74
ALL OTHER CASH AWARDS            12      12     12          12            12         12           12         12         12
RECRUITMENT BONUS                13      13     13          13            13         13           13         13         13
RELOCATION BONUS                 14      14     14          14            14         14           14         14         14
RETENTION ALLOWANCE              15      15     15          15            15         15           15         15         15
SEVERANCE PAY                    16      16     16          16            16         16           16         16         16

BENEFITS,NASA COST:
TSP                              17      17     17          17            17         17           17         17         17
FEGLI                            18      18     18          18            18         18           18         18         18
FEHB                             19      19     19          19            19         19           19         19         19
CSRS                             20      20     20          20            20         20           20         20         20
FERS                             21      21     21          21            21         21           21         21         21
FICA                             22      22     22          22            22         22           22         22         22
HIT                              23      23     23          23            23         23           23         23         23
SALARY OFFSET,                   24      24     24          24            24         24           24         24         24
  REEMPL ANNUITANTS
SUBTOTAL OF BENEFITS             25      25     25          25            25         25           25         25         25

TOTAL FS1,OC                     26      26     26          26            26         26           26         26         26
  11 TO 17, W/O PCS

ALL LWOP HOURS (E&I)             27      27     27          27            27         27           27         27         27
ALL LWOP DOLLARS (E&I)           28      28     28          28            28         28           28         28         28
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REPORT 818 FUND SOURCE 1 REPORT (Page 3 of 4)

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REPORT NO 818                     NASA PERSONNEL AND PAYROLL SYSTEM                       PAGE 3
                                          INSTALLATION NAME                               DATE
                                                                                          TIME


FUNDS SOURCE 1 REPORT FOR PAY PERIOD XX   FROM MM/DD/YYYY TO MM/DD/YYYY

PERSONNEL ACTIONS COUNTS AND COSTS


FULL-TIME PERMANENTS
                                   SES   GS/GM    WAGE     OTHER      TOTAL

WIG ACTIONS                         29     29      29       29          29
WIG DOLLARS                         30     30      30       30          30
QSI ACTIONS                         31     31      31       31          31
QSI DOLLARS                         32     32      32       32          32
PROMOTION ACTIONS                   33     33      33       33          33
PROMOTION DOLLARS                   34     34      34       34          34

CURR OPT RET ELIG B/W               37     37      37       37          37
ANNUAL LEAVE BALANCE B/W            38     38      38       38          38
LUMP SUM LIABILITY B/W              39     39      39       39          39

NASA NEW HIRES                      40     40      40       40          40
NASA NEW HIRES SALARIES           * 41     41      41       41          41
INTERCENTER TRANSFERS               42     42      42       42          42
INTERCENTER TRANSFERS             * 43     43      43       43          43
   SALARIES
COOP CONVERSION TO                  44     44      44       44          44
   FTP ACTIONS
COOP CONVERSION TO                * 45     45      45       45          45
   FTP SALARIES
OTHER CONVERSIONS TO                66     66      66       66          66
   FTP ACTIONS
OTHER CONVERSIONS TO                67     67      67       67          67
   FTP SALARIES
TOTAL GAINS ABOVE                   46     46      46       46          46
TOTAL SALARIES GAINS              * 47     47      47       47          47

RETIREMENTS (ALL)                   48     48      48       48          48
RETIREE SALARIES                  * 49     49      49       49          49
(Incl. Lump Sum Costs)
INTERCENTER TRANSFERS               50     50      50       50          50
INTERCENTER TRANSFER              * 51     51      51       51          51
    SALARIES
CONVERSION FROM                     68     68      68       68          68
   FTP ACTIONS
 CONVERSION FROM                    69     69      69       69          69
   FTP SALARIES
OTHER SEPARATIONS                   52     52      52       52          52
OTHER SEPARATIONS                 * 53     53      53       53          53
    SALARIES
TOTAL LOSSES                        54     54      54       54          54
TOTAL SALARY LOSSES               * 55     55      55       55          55

RETURN-TO-DUTY ACTIONS              56     56      56       56          56
RTD SALARIES                      * 57     57      57       57          57
EXTENDED LWOP ACTIONS               58     58      58       58          58
EXTENDED LWOP HOURS                 59     59      59       59          59
EXTENDED LWOP DOLLARS               60     60      60       60          60
INCIDENTAL LWOP HOURS               61     61      61       61          61
INCIDENTAL LWOP DOLLARS             62     62      62       62          62
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REPORT 818 Fund Source 1 REPORT (Page 4 of 4)

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REPORT NO 818                                    NASA PERSONNEL AND PAYROLL SYSTEM                        PAGE 4
                                                          INSTALLATION NAME                               DATE
                                                                                                          TIME


                              OTHER THAN FTP   TEMP &                                 NON-CEILING                     TOTAL OF
                              PT-PERM  SUMMER  OTHER    INTERMITTENT     TOTAL      COOP        OTHER       TOTAL  ALL EMPLOYEES

WIG ACTIONS                      29     29     29           29            29         29           29         29    29
WIG DOLLARS                      30     30     30           30            30         30           30         30    30
QSI ACTIONS                      31     31     31           31            31         31           31         31    31
QSI DOLLARS                      32     32     32           32            32         32           32         32    32
PROMOTION ACTIONS                33     33     33           33            33         33           33         33    33
PROMOTION DOLLARS                34     34     34           34            34         34           34         34    34

CUR OPT RET ELG B/W              37     37     37           37            37         37           37         37    37
ANNUAL LEAVE BALANCE B/W         38     38     38           38            38         38           38         38    38
LUMP SUM LIABILITY B/W           39     39     39           39            39         39           39         39    39

NASA NEW HIRES                   40     40     40           40            40         40           40         40    40
NASA NEW HIRE SALRY              41     41     41           41            41         41           41         41    41
INTERCENTER TRANSFR              42     42     42           42            42         42           42         42    42
INTERCENTER TRANSFR              43     43     43           43            43         43           43         43    43
   SALARIES
CONVERSIONS FROM                 70     70     70           70            70         70           70         70    70
   FTP ACTIONS
CONVERSIONS FROM                 71     71     71           71            71         71           71         71    71
   FTP SALARIES
TOTAL GAINS ABOVE                46     46     46           46            46         46           46         46    46
TOTAL SALARIES GAINS             47     47     47           47            47         47           47         47    47

RETIREMENTS (ALL)                48     48     48           48            48         48           48         48    48
RETIREE SALARIES                 49     49     49           49            49         49           49         49    49
(Incl. Lump Sum Costs)
INTERCENTER TRANSFR              50     50     50           50            50         50           50         50    50
INTERCENTER TRANSFR              51     51     51           51            51         51           51         51    51
    SALARIES
COOP CONVERSION TO               44     44     44           44            44         44           44         44    44
   FTP ACTIONS
COOP CONVERSION TO               45     45     45           45            45         45           45         45    45
   FTP SALARIES
OTHER CONVERSION TO              72     72     72           72            72         72           72         72    72
   FTP ACTIONS
OTHER CONVERSION TO              73     73     73           73            73         73           73         73    73
   FTP SALARIES
OTHER SEPARATIONS                52     52     52           52            52         52           52         52    52
OTHER SEPARATIONS                53     53     53           53            53         53           53         53    53
    SALARIES
TOTAL LOSSES                     54     54     54           54            54         54           54         54    54
TOTAL SALARY LOSSES              55     55     55           55            55         55           55         55    55

RETURN-TO-DUTY ACTIONS           56     56     56           56            56         56           56         56    56
RTD SALARIES                     57     57     57           57            57         57           57         57    57
EXTENDED LWOP ACTIONS            58     58     58           58            58         58           58         58    58
EXTENDED LWOP HOURS              59     59     59           59            59         59           59         59    59
EXTENDED LWOP DOLLARS            60     60     60           60            60         60           60         60    60
INCIDENTAL LWOP  OURS            61     61     61           61            61         61           61         61    61
INCIDENTAL LWOP DOLLARS          62     62     62           62            62         62           62         62    62
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REPORT 818 FUND SOURCE 1 REPORT

SELECTION CRITERIA:

Installation code equals user designated center code or Agency.

BIWEEKLY: Read the PAY-MASTER and PER-HISTORY files for the current pay period.

CSRS only = retirement plan 1, 6, C, E, R, T
FERS only = retirement plan K, M, N
OTHER than CSRS/FERS = retirement plan equal 2 or 4
TOTAL of all employees = reactivation indicator not equal 3

FTE YEAR-TO-DATE: (always all employees)

Read the data from the PAY-HISTORY file and match it with the PER-HISTORY file. Use the Position Type, Pay Plan, CO-OP Degree Level, and Organization: Assigned from the personnel history transaction reflecting the personnel information in effect at the end of each Pay Period. If Pay Period start and end months are less than 10, reduce the year by 1 to start at the pay period that spans OCT 1 of the prior year (fiscal year 1995 starts on 10/2). Always display the accurate start and ending pay period dates.

ORGANIZATION: Assigned equals one of the following user designated selection options:

INCLUDE only the Organization: Assigned code (up to 5 characters)* as specified.
EXCLUDE only the Organization: Assigned code (up to 5 characters)* as specified.
All Organization: Assigned codes.

* NPPS will select based on the characters entered; i.e., “A” will select all Organization: Assigned codes beginning with “A.” If Headquarters is selected, then the OIG office will be broken out as though it was a separate center.

PAGES 1 & 3

CEILING-FULL-TIME PERMANENTS = Position Type 6, 7, or (0 w/ co-op level = I)

SES = Pay Plan ES
GS/GM = Pay Plan GS or GM
WAGE = Pay Plan W$ or X$ ($ = any value)
OTHER = All other Pay Plans
TOTAL = Sum of SES + GS / GM + WAGE + OTHER

PAGES 2 & 4

CEILING-OTHER THAN FULL TIME PERMS = Position Type 3, 5, 8

PT-PERM = Position Type 8 and Work Schedule Code not equal I
SUMMER = Position Type 3 and Work Schedule Code not equal I
TEMP & OTHER = Position Type 5 and Work Schedule Code not equal I
INTERMITTENT = Work Schedule Code equal I
TOTAL = Sum of PT-PERM + SUMMER + TEMP + OTHER + INTERMITTENT

NON-CEILING = Position Type 1, 2, 4, 9 or (0 w/ coop level = G, U, N, P, H)

COOP = Position Type 1 or (0 w/ coop level = G, U, N, P, H)
OTHER = Position Type 2, 4, 9
TOTAL = Sum of COOP + OTHER

TOTAL of all employees = sum of FULL-TIME Permanents total + OTHER than FTP total + NON-CEILING total (items 70-73 exclude amounts for Full Time Permanents)

Dollar and hour amounts must contain all employees including Reactivation Status of 3.
Reactivation status is ignored when counting for items 7, 37, 42.

REPORT 818 FUND SOURCE 1 REPORT
DATA ELEMENTS

1	EMPLOYEES PAID	Total number of employees who received gross earnings (Gross Earnings: BW > 0) for the last pay period, except employees who received a Lump Sum payment only who are not included in this total.
2	EMPLOYEES NOT PAID	Total number of active employees (Reactivation Indicator NE 3) who received no gross earnings (Gross Earnings: BW = 0) for the last pay period.
3	BASE HOURS	Base hours plus adjustments paid (Base Hours: Adj BW) for the time period selected.
4	GROSS BASE EARNINGS	Sum of base earnings (Base Earnings B/W) plus local pay (Empl Lclty Pay BW Amt) and adjustments (Empl Lclty Pay BW Adj Amt) and (Base Earnings: Adjustments) for the time period selected (does not include overtime).
5	OVERTIME HOURS	Number of overtime hours (Overtime: Hours B/W) plus adjustments (Overtime: Hours Adj) paid for the time period selected.
6	OVERTIME DOLLARS	Sum of overtime dollars (Overtime: Earnings B/W) plus adjustments (Overtime: Earnings Adj) paid for the time period selected. Includes converted comp time (Comp Time: Hours Paid).
7	LUMP SUM PAY COUNT	Number of lump sum payments (lump sum: Leave Payment) greater than 0 or adjustments (Lump Sum: Leave Adj) greater than 0, for the time period selected. Do not check REACTIVATION STATUS.
8	LUMP SUM PAY DOLLARS	Sum of lump sum dollars (Lump Sum: Leave Payment) including adjustments for the time period selected.
9	DIFFERENTIALS	Sum of Sunday premium (Sunday Diff: Earnings B/W), night work differential (Night Diff: Earnings B/W) foreign differential (Foreign Diff: B/W), staffing differential (Empl Stff Diff: B/W Amt), supervisory differential (Supervisory Diff: B/W), hazard pay (Hazardous Earnings: B/W), and cost of living allowance (COLA: B/W) plus adjustments (Nite: Current Adj Erngs, Sunday: Current Adj Erngs, Hazardous: Current Adj Erngs, COLA: Current Adj Erngs, Supervisory Diff: Adj B/W, Empl Stff Diff BW Adj Amt, FOR Diff: Current Adj Erngs) for the time period selected.
10	MERIT PAY CASH AWARDS	Sum of amount awarded (Award: Amount New) to GM employees for the time period selected based on their performance appraisal. (NOAC = 889) If Award: Check not equal 'N'.
11	SES BONUS	Sum of amount awarded (Award: Amount New) to SES employees for the time period selected based on their performance appraisal. (NOAC = 879) If Award Check not equal to 'N'.
74	ICB INITIAL AWARDS	Sum of cash awards amount (Award: Amount New) paid to employees (Award Check ne ‘N’) during the time period selected. Selected for ICB Initial Awards (NOAC = 987) if Award Check not equal to 'N'.

REPORT 818 FUND SOURCE 1 REPORT
DATA ELEMENTS

12	ALL OTHER CASH AWARDS	Sum of cash awards amount (Award: Amount New) paid to employees (AWARD CHECK ne 'N') during the time period selected. (Examples: suggestion, Special Act or Service, SES Rank, and Performance Awards other than GM or SES. NOAC = 840, 841, 842, 843, 844, 845, 848, 849, 873, 875, 877, 878, or 885.)
13	RECRUITMENT BONUS	Sum of cash bonus (New Empl Bonus Rcrtmnt Amt) given to an employee during the time period selected as encouragement to come to work for NASA. NOAC = 815.
14	RELOCATION BONUS	Sum of cash bonus (New Empl Bonus Rlctn Amt) given to an employee during the time period selected to relocate either temporarily or permanently to another geographical area. NOAC = 816.
15	RETENTION ALLOWANCE	Sum of retention allowance B/W (Retention Allow: B/W) plus adjustments (Retention Allow: Adj B/W) paid for the time period selected (Authorization is given by NOAC = 810 and Legal Authority 1 = VPG).
	BENEFITS, NASA COST:	
16	SEVERANCE PAY	Sum of biweekly severance pay (Severance: Biweekly Amt) given to an employee for the time period covered when released from NASA as a result of a RIF.
17	TSP	Sum of the Govt basic contribution (TSP: Govt Basic Contr B/W) and the sum of the Govt matching contribution (TSP: Govt Match Contr Tot B/W) to the Thrift Savings Plan plus adjustments during the time period selected.
18	FEGLI	Sum of the Govt contribution (FEGLI: Govt Contr B/W) to the employees' life insurance plus adjustments during the time period selected.
19	FEHB	Sum of the Govt contribution (FEHB: Govt Contr B/W) to the employees' health insurance plus adjustments during the time period selected.
20	CSRS	Sum of the Govt contribution (CSRS: Govt Contr B/W) to the employees' Civil Service Retirement System plus adjustments during the time period selected.
21	FERS	Sum of the Govt contribution (FERS: Govt Contr B/W) to the Federal Employee Retirement System plus adjustments during the time period selected.
22	FICA	Sum of the Govt contribution (FICA: Govt Contr B/W) to the old age pension portion of FICA plus adjustments during the time period selected.
23	HIT	Sum of the Govt contribution (HIT: Govt Contr B/W) to the Medicare portion of FICA and the Medicare for all other employees plus adjustments during the time period selected.
24	SALARY OFFSET, REEMPL ANNUITANTS	Sum of salary offset plus adjustments (CSRS & FERS: Current Salary Offset Adj) paid to OPM for reemployed annuitants for the time period selected.
25	SUBTOTAL OF BENEFITS	Sum of 17 + 18 + 19 + 20 + 21 + 22 + 23 + 24

REPORT 818 FUND SOURCE 1 REPORT
DATA ELEMENTS

26	TOTAL FS1, OC, W/O PCS	All salaries and benefits excluding permanent change of station (PCS) 11 to 17 benefits. Sum of items 4, 6, 8, 9, 10, 11, 12, 13, 14, 15, 16, 64, 74.
27	ALL LWOP HOURS (E&I)	Sum of leave without pay hours accumulated (LWOP: Used B/W) through the time period selected. This includes extended LWOP and incidental LWOP.
28	ALL LWOP DOLLARS (E&I)	Calculate each employee's LWOP dollars (computed value = LWOP: Used B/W * Salary: Hourly) and sum for all employees for the time period selected.
29	WIG ACTIONS	Number of Within Grade Increases given during the time period selected. NOAC = 891, 893.
30	WIG DOLLARS	Costs of Within Grade Increases given during the time period selected. Calculate each employee's WIG amount (computed value = Salary: Adjusted Basic Pay New - Salary: Adjusted Basic Pay Old) and sum for all employees.
31	QSI ACTIONS	Number of Quality Step Increases given during the time period selected. NOAC = 892.
32	QSI DOLLARS	Costs of Quality Step Increases given during the time period selected. Calculate each employee's QSI amount (computed value = Salary: Adjusted Basic Pay New - Salary: Adjusted Basic Pay Old) and sum for all employees.
33	PROMOTION ACTIONS	Number of Promotions given during the time period selected. NOAC = 702.
34	PROMOTION DOLLARS	Costs of Promotions given during the time period selected. Calculate each employee's amount of promotion (computed value = Salary: Adjusted Basic Pay New - Salary: Adjusted Basic Pay Old) and sum for all employees.
35	PHYSICIANS COMPARABILITY ALLOWANCE (PCA)	Sum of PCA (PCA PAY: B/W) plus adjustments (PCA PAY: ADJ) for the time period selected. (NOAC 918)
37	CURR OPT RET ELIG B/W	Number eligible for optional retirement as of the end of the time period selected. Optional Retirement date (Retirement: Optional Date) must be less than or equal to Pay Period End Date. This date applies to items 38 & 39 also. Do not count if Duty Status = Z.
38	ANNUAL LEAVE BALANCE	Sum of annual leave plus restored leave hours (Restored Leave: Hours B/W Type A, B, C) for optional retirement eligibles in line 37.
39	LUMP SUM LIABILITY B/W	Dollar value of annual leave plus restored leave balances of optional retirement eligibles in line 37.
40	NASA NEW HIRES	Number of new employees coming into NASA from an outside source for the time period selected. NOAC = 1$$$ ($ = any value).
41	NASA NEW HIRES	Sum of Salary: Total Pay for the above employees for the time SALARIES period selected.
42	INTERCENTER TRANSFERS	Number of transfers in from another installation. NOAC = 721A. Do not check REACTIVATION STATUS.
43	INTERCENTER TRANSFERS SALARIES	Sum of Salary: Total Pay for the above employees for the time period selected.

44	COOP CONVERSION TO FTP \A ACTIONS	Number of COOP conversions for the time period selected. (Old Position Type equal 0 or 1 and Old COOP Level not equal I and NOAC equal 5$$$) and (New Position Type = 6 or 7 or (0 when New COOP Level = I)).
45	COOP CONVERSION TO FTP SALARIES	Sum of Salary: Total Pay for line 44 employees for the time period selected.
46	TOTAL GAINS ABOVE	Sum of all the above for numbers of hires in each category for the time period selected. Sum of items 40, 42, 44, and 66 (page 3) or 40, 42, and 70 (page 4).
47	TOTAL SALARIES GAINS	Sum of salaries for line 46 employees. Sum of items 41, 43, 45, and 67 (page 3) or 41, 43, and 71 (page 4).
48	RETIREMENTS (ALL)	Number of employees retiring from NASA for the time period selected. NOAC = 300, 301, 302, 303, 304.
49	RETIREE SALARIES	Sum of Salary: Total Pay for the above employees during the (Incl. Lump Sum Costs) time period selected.
50	INTERCENTER TRANSFERS	Number of transfers out to another installation for the time period selected. NOAC = 721T.
51	INTERCENTER TRANSFER SALARIES	Sum of Salary: Total Pay for the above employees during the time period selected.
52	OTHER SEPARATIONS	Number of employees leaving NASA service for reasons other than retirement during the time period selected. NOAC = 312 through 386.
53	OTHER SEPARATIONS SALARIES	Sum of Salary: Total Pay for the above employees during the time period selected.
54	TOTAL LOSSES	Sum of all the above for numbers of all losses in each category for the time period selected. Sum of items 48, 50, 52, and 68 (page 3) or 44, 48, 50, 52, and 72 (page 4).
55	TOTAL SALARY LOSSES	Sum of salaries for the above employees. Sum of items 49, 51, 53, and 69 (page 3) or 45, 49, 51, 53, and 73 (page 4).
56	RETURN-TO-DUTY ACTIONS	Number of employees returning to duty during the time period selected. Employees previously in extended LWOP category. NOAC = 292.
57	RTD SALARIES	Sum of Annual Salary (Gross Earnings: B/W) for the above employees for the time period selected.
58	EXTENDED LWOP ACTIONS	Number of employees in a non-paid leave status for longer than a 30-day period for the time period selected. NOAC = 450, 452, 460, 471, 472, 473, or 480 or Duty Status = L, M, S, or F.
59	EXTENDED LWOP HOURS	Sum of leave without pay hours (LWOP: Used B/W) accumulated through the time period selected. NOAC = 450, 452, 460, 471, 472, 473, or 480 or Duty Status = L, M, S, or F.
60	EXTENDED LWOP DOLLARS	Calculate for each employee on LWOP (computed value = LWOP: Used B/W * Salary: Hourly) and sum for all employees. NOAC = 450, 452, 460, 471, 472, 473, or 480 or Duty Status = L, M, S, or F.

REPORT 818 FUND SOURCE 1 REPORT
DATA ELEMENTS

61	INCIDENTAL LWOP HOURS	Sum of leave without pay hours (LWOP: Used B/W) accumulated though the time period selected. NOAC not equal 450, 452, 460, 471, 472, 473, 480 or Duty-Status not equal L, M, S, or F.
62	INCIDENTAL LWOP DOLLARS	Calculate for each employee on LWOP (computed value = LWOP:Used B/W * Salary: Hourly) and sum for all employees. NOAC not equal 450, 452, 460, 471, 472, 473, 480 or Duty-Status not equal L, M, S, or F.
63	HOLIDAY HOURS	Number of holiday work hours (Holiday: Hours B/W) plus adjustments (Holiday/Wked: Cur Adj Hours) paid for the time period selected.
64	HOLIDAY DOLLARS	Sum of holiday work dollars (Holiday Earnings: B/W) plus adjustments (Holiday/Wked: Cur Adj Earn) paid for the time period selected.
65	AVAILABILITY PAY DOLLARS	Sum of availability pay (Availability Pay: B/W) plus adjustments (Availability Pay: Adj) for the time period selected.
66	OTHER CONVERSIONS ACTIONS COOP	Number of other conversions (NOAC 5$$ or NOAC 781) to TO FTP FTP for the time period selected. Old Position Type equals (1 with Old Level = I), 2, 3, 4, 5, 8, 9 and New Position Type equals (0 with New Level = I), 6, 7.
67	OTHER CONVERSIONS TO FTP SALARIES	Sum of Salary: Total Pay for line 66 employees for the time period selected.
68	CONVERSION FROM	Number of conversions (NOAC 5$$ or NOAC 781) from full- FTP ACTIONS COOPLEV time permanent for the time period selected. (Old Position Type equal 6 or 7 or (Old Position Type equal 0 and Old eq I)) and (New Position Type not equal 6 or 7 or (New Position Type not equal 0 and New COOPLEV eq I).)
69	CONVERSION FROM	Sum of Salary: Total Pay for line 68 employees for the time FTP period selected.
70	CONVERSIONS FROM FTP ACTIONS	Number of conversions (NOAC 5$$ or NOAC 781) from FTP for the time period selected. Old Position Type equals (0 with Old COOP Level = I), 6, 7 and New Position Type not equal () with New Coop Level = I), 6 or 7.
71	CONVERSIONS FROM FTP SALARIES	Sum of Salary: Total Pay for line 70 employees for the time period selected.
72	OTHER CONVERSION TO FTP ACTIONS	Number of other conversions (NOAC 5$$ or NOAC 781) from FTP for the time period selected. Old Position Type equals (0 with Old COOP Level = I), 2, 3, 4, 5, 8, or 9 and New Position Type not equals (0 with New Coop with New Coop Level = I), 6, or 7.
73	OTHER CONVERSION TO SALARIES	Sum of Salary: Total Pay for the above employees for the time period FTPselected.

XX CURRENT PAY PERIOD relative to the pay period ending date
MM STARTING AND ENDING PAY PERIOD DATES

* Items 1, 2, 41, 43, 45, 47, 49, 51, 53, 55, 57 are not shown on the FTE YTD report.

SPECIAL CALCULATIONS

FTE YEAR TO DATE

```
If the OPTIONAL RETIREMENT DATE is before the run date then calculate the LUMP SUM LIABILITY
    RESTORED-LV-BALANCE * SALARY-HOURLY
      + ANNUAL-LV-EARN-BALANCE * SALARY-HOURLY

If DUTY-STATUS = 'L' then calculate EXTENDED LWOP DOLLARS
    LWOP-HRS-USED-BW * SALARY-HOURLY

If DUTY-STATUS ne 'L' then calculate INCIDENTAL LWOP DOLLARS
    LWOP-HRS-USED-BW * SALARY-HOURLY

    If reemployed annuitant (1, 4, 5, A, C, E) then calculate
      SALARY OFFSET REEMP ANNUITANTS
        add salary offset, FERS offset, CSRS offset
```

BIWEEKLY

```
If the OPTIONAL RETIREMENT DATE is before the run date then
    calculate the LUMP SUM LIABILITY
      add MER-AL-BALANCE, PAY-RL-HRS-A,B,C reduced by PAY-RL-CUR-HRS-USED(1,2,3)
        multiply the result by PAY-RATE-HRLY

If DUTY-STATUS = 'L' then calculate EXTENDED LWOP DOLLARS
    PAY-PP-HRS(11) * PAY-RATE-HOURLY

If DUTY-STATUS ne 'L' then calculate INCIDENTAL LWOP DOLLARS
    PAY-PP-HRS(11) * PAY-RATE-HOURLY

If reemployed annuitant (1, 4, 5, A, C, E) then calculate
    SALARY OFFSET REEMP ANNUITANTS
      add salary offset, FERS offset, CSRS offset
```

REPORT 113 PAYROLL ADVANCE PAY REGISTER PAYROLL

PURPOSE: List employees' activities for advance pay in the current pay period.

CONTENT: Details of current pay period advance pay by employee.

SEQUENCE: By pay block and SSN or pay block and employee name.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO : 113                                NASA PAYROLL AND PERSONNEL SYSTEM                                          PAGE:
0SEQUENCED BY:                                         INSTALLATION NAME                                                  DATE:
                                                        FACILITY NAME                                                     TIME:
                                                 PAYROLL ADVANCE PAY REGISTER
                                                   PAY PERIOD   A   AS OF  B


    PAY BLOCK: CC
                                                PAY                            ---------------ADVANCED PAY TOTALS--------------------
     SSN:                 NAME:                 PLAN     ORG:    FAC:          ADVANCED CUMULATIVE   BALANCE  CUR-DED  CUR-ADJ  YTD-DED

  DDDDDDDDD   EEEEEEEEEEEEEEEEEEEEEEEEEEEEE       F      GGGG     H            IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLL.LL  MMMM.MM  NNNN.NN


                                                                        -----------------ADVANCED PAY/PAY BLOCK TOTALS----------------
                                                                         ADVANCED  CUMULATIVE   BALANCE   CUR-DED   CUR-ADJ   YTD-DED

    PAY BLOCK TOTALS:                                                   OOOOOO.OO  PPPPPP.PP  QQQQQQ.QQ  RRRRR.RR  SSSSS.SS  TTTTT.TT


                                                                        -----------------ADVANCED PAY/CENTER TOTALS-------------------
                                                                         ADVANCED  CUMULATIVE   BALANCE   CUR-DED   CUR-ADJ   YTD-DED

    CENTER TOTALS:                                                      UUUUUUU.UU VVVVVVV.VV WWWWWWW.WW XXXXXX.XX YYYYYY.YY ZZZZZZ.ZZ










                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Pay Period
B. Pay period ending date
C. Pay Block: Processing
D. SSN
E. Employee Name (Last, First, MI, Gen)
F. Pay Plan
G. Organization: Assigned
H. Facility Code
I. Empl Tot Adv Pay Recvd Amt
J. Empl Adv Pay Cum Ded Amt
K. I-J
L. Empl Adv Pay Ded BW Amt
M. Empl Adv Pay Adj BW Amt
N. Empl Adv Pay YTD Ded Amt
O. Total of I for Pay Block
P. Total of J for Pay Block
Q. Total of K for Pay Block
R. Total of L for Pay Block
S. Total of M for Pay Block
T. Total of N for Pay Block
U. Center Total of I
V. Center Total of J
W. Center Total of K
X. Center Total of L
Y. Center Total of M
Z. Center Total of N

SELECTION CRITERIA

Includes all employees with the following criteria:

- Installation code equal to user designated center code
- Empl Tot Adv Pay Recvd Amt greater than zero
- Facility code equal to user designated facility code if entered

REPORT 426 **ANNUAL LEAVE LIABILITY AND OTHER LEAVE/HOUR BALANCES REPORT** PAYROLL

PURPOSE: To provide an annual leave liability and other leave/hour balances report at end of fiscal year.

CONTENT: All active employees.

SEQUENCE: Pay Block and SSN, SSN or Name (default is pay block and SSN).

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 426                                    NASA PERSONNEL AND PAYROLL SYSTEM                               PAGE:
SEQUENCED BY:                                             INSTALLATION NAME                                       DATE:
                                                                                                                  TIME:
                                     ANNUAL LEAVE LIABILITY AND OTHER LEAVE/HOUR BALANCES REPORT
                                                           AS OF  XX/XX/XX


    NAME                          AL-EARN          REST-LV         S/T ANNUAL         CREDIT HRS         COMP TIME
    PB          SSN               BALANCE          BALANCE         LEAVE              BALANCE            BALANCE          TOTALS
    --          ---               -------          -------         ----------         ----------         ---------        -------

    hhhhhhhhhhhhhhhhhhhhhh,hhhhhhhhhhhh,h
    ff       ggg-gg-gggg          aaa.aa           bbb.bb           iiii.ii             ccc.cc            dddd.dd         eeee.ee

    hhhhhhhhhhhhhhhhhhhhhh,hhhhhhhhhhhh,h
    ff       ggg-gg-gggg          aaa.aa           bbb.bb           iiii.ii             ccc.cc            dddd.dd         eeee.ee

    .            .                  .                .                 .                  .                 .                .
    .            .                  .                .                 .                  .                 .                .
    .            .                  .                .                 .                  .                 .                .
    .            .                  .                .                 .                  .                 .                .
    .            .                  .                .                 .                  .                 .                .

    hhhhhhhhhhhhhhhhhhhhhh,hhhhhhhhhhhh,h
    ff       ggg-gg-gggg          aaa.aa           bbb.bb           iiii.ii             ccc.cc            dddd.dd         eeee.ee


   PAYBLOCK  TOTAL HOURS       jjjjjj.jj        kkkkkk.kk        lllllll.ll          mmmmmm.mm         nnnnnnn.nn

             TOTAL DOLLARS   pppppppp.pp      qqqqqqqq.qq      rrrrrrrr.rr        ssssssss.ss       ttttttttt.tt    uuuuuuuuu.uu


   CENTER    TOTAL HOURS      vvvvvvv.vv       wwwwwww.ww      xxxxxxxx.xx         yyyyyyy.yy        zzzzzzzz.zz

             TOTAL DOLLARS  BBBBBBBBB.BB     CCCCCCCCC.CC     DDDDDDDDD.DD       EEEEEEEEE.EE      FFFFFFFFFF.FF   GGGGGGGGGG.GG
                                                               ============


  Payroll Staff: Please provide a copy of this report to your organizations General Ledger Staff.





                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 426 ANNUAL LEAVE LIABILITY AND OTHER LEAVE/HOUR BALANCES REPORT

DATA ELEMENTS

a. Annual Leave: Earned Balance

b. (Restored Leave: Hours Type A + Restored Leave: Hours Type B + Restored Leave: Hours Type C) - RL: Cum Dntd Hr + RL: Dntd-Rtrn Hr - Restored Leave: Used Cum

c. Credit Hours: Balance

d. Comp Time: Current Balance (for employees with FLSA status = 'N')

e. (a + b + c + d) * Salary: Hourly

f. Pay Block: Processing

g. SSN

h. Name (Last, First, MI)

X. Pay CNTL: Current PP Ending Date

i. a + b

j. Payblock Total of a

k. Payblock Total of b

l. Payblock Total of i

m. Payblock Total of c

n. Payblock Total of d

o. Payblock Total of e

p. Payblock Total of (a * Salary: Hourly)

q. Payblock Total of (b * Salary: Hourly)

r. Payblock Total of (i * Salary: Hourly)

s. Payblock Total of (c * Salary: Hourly)

t. Payblock Total of (d * Salary: Hourly)

u. Payblock Total of (e * Salary: Hourly)

v. Center Total of a

w. Center Total of b

x. Center Total of i

y. Center Total of c

z. Center Total of d

A. Center Total of e

B. Center Total of (a * Salary: Hourly)

C. Center Total of (b * Salary: Hourly)

D. Center Total of (i * Salary: Hourly)

E. Center Total of (c * Salary: Hourly)

F. Center Total of (d * Salary: Hourly)

G. Center Total of (e * Salary: Hourly)

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation code equals user designated center code
- Duty Status not equal 'Z'
- Reactivation Indicator not equal '3'

REPORT 427 **IRS FORM 1099 MISCELLANEOUS INCOME** PAYROLL

PURPOSE: To provide award recipients with a miscellaneous income statement (1099 – MISC) for filing with Federal, State, and Local taxing authorities.

CONTENT: Each award recipient with miscellaneous income.

SEQUENCE: Award Recipient Name or Award Recipient SSN

PAYER INFORMATION
NAME = Installation: Name
ADDRESS = Installation Address
FEDERAL ID NUMBER = Installation: Fed Tax W2 ID

RECIPIENT INFORMATION
IDENTIFICATION NUMBER = Award Recipient SSN
NAME = Award Recipient Name
ADDRESS = Award Recipient Street Address
Award Recipient City Address
Award Recipient State Address
Award Recipient Zip Address

1. Not Used
2. Award Gross Amount, if Award ICB Category Code = 'R'
3. Not Used
4. Award Federal Tax Deduction Amount
5. Not Used
6. Award OASDI Deduction Amount + Award HIT Deduction Amount
7. Award Gross Amount, if Award ICB Category Code not = 'R' and Award Recipient Government Employee Indicator = 'N' (for all awards received in the current pay year) and Sum of Award Gross Amount greater than $599.99
8. Not Used
9. Not Used
10. Not Used
11. Award State Tax Deduction Amount
12. State Employer ID Table Lookup Depending On Award State Tax Code

SELECTION CRITERIA:
Includes all non-personnel action cash awards recipients with the following criteria:

- Installation code equals user designated center code
- Award Recipient Government Employee Indicator = 'N' (for all awards received in the current pay year) and Sum of Award by SSN greater than $599.99
- Award ICB Category Code = 'R' and Award Recipient Government Employee Indicator = 'G' or 'N'

REPORT 427 **IRS FORM 1099 MISCELLANEOUS INCOME** PAYROLL

PURPOSE: To provide 1099-MISC Statistics.
CONTENT: 1099-MISC Counts and Totals.
SEQUENCE: N/A

```
REPORT NO:  427                           NASA PERSONNEL AND PAYROLL SYSTEM               PAGE:
SEQUENCE BY:                                     1090 SPACE CENTER                        DATE:
                                                                                          TIME:
                                          1099'S EDIT REPORT AND STATISTICS
                                                   AS OF 03/07/92


                                -----------------------------------------------------

                                NUMBER OF 1099 STATEMENTS . . . . . .  =    A

                                -----------------------------------------------------

                                TOTAL ROYALTIES   . . . . . . . . . .  =    B
                                TOTAL NON-EMPLOYEE COMPENSATION. . . . . . .  =    C
```

A. Number of 1099s written

B. Award Gross Amount where Award ICB Category Code = R

C. Award Gross Amount where Award ICB Category Code not = R and Award Recipient Government Employee Indicator = 'N' and Sum of Award Gross Amount greater than $599.99

REPORT 518 W2 FORM - WAGE & TAX STATEMENT FOR NON-EMPLOYEES (REPORT 1 of 3)

PAYROLL

PURPOSE: To provide non-employees who have received cash awards with a wage and tax statement for filing with Federal, State, and Local taxing authorities.

CONTENT: Report produced for all government non-employees with non-personnel action cash awards in the current pay year.

SEQUENCE:
1) Installation Code, SSN
2) Installation Code, Name

a. Control Number (A sequential number starting with 1)

b. Installation: Fed Tax W2 ID

c. Installation: Name,
Installation: Address

d. SSN

e. Employee Name (First, MI, Last),
Address: Mailing

1. Total of all current pay year Award Gross Amount

2. Total of all current pay year Award Federal Tax Deduction Amount

3. Total of all current pay year Award OASDI Earnings Amount

4. Total of all current pay year Award OASDI Deduction Amount

5. Total of all current pay year Award HIT Earnings Amount

6. Total of all current pay year Award HIT Deduction Amount

9. Blank

13a. Blank

13b. Blank

15c. Blank

15g. Blank

16. State = State Tax: Code or Former State Tax: Code
Employer's State I.D. No = *State Employer ID Table Lookup based on State

17. Total of all current pay year Award Gross Amount for all awards where an Award State Tax Deduction Amount is present for a state

18. Total of all current pay year Award State Tax Deduction Amount for a state

19. = City Name *Tax Table Look Up Depending On City Tax: Code

20. Total of all current pay year Award Gross Amount for all awards where an Award City Tax Deduction Amount is present for a city

21. Total of all current pay year Award City Tax Deduction Amount for a city

SELECTION CRITERIA

Includes employees with following criteria:

- Installation Code equal to user designated Center Code
- Award Recipient Government Employee Indicator = G and ICB Category Code not = R
- Award Payroll Update Indicator = blank

REPORT 518 **W-2 FORM - WAGE & TAX STATEMENT FOR NON-EMPLOYEES** PAYROLL
(Report 2 of 3)

PURPOSE: To provide Statistics for non-employee W-2s.

CONTENT: W-2's Counts and Totals.

SEQUENCE: N/A

```
REPORT NO:  518                   NASA PERSONNEL AND PAYROLL SYSTEM                             PAGE:
SEQUENCE BY:                              INSTALLATION NAME                                     DATE:
                                     NON-INSTALLATION EMPLOYEES                                 TIME:

                                        W-2'S EDIT REPORT AND STATISTICS

                                                 AS OF MM/DD/YY


                            -----------------------------------------------------------------------

                            NON-INSTALLATION EMPLOYEES WITH HIT (MQFE) ONLY          =   A,AAA,AAA
                            NON-INSTALLATION EMPLOYEES WITH HIT (MQFE) AND FICA . . . =   F,FFF,FFF
                            NON-INSTALLATION EMPLOYEES ON FILE . . . . . . . . . . .  =   D,DDD,DDD

                            -----------------------------------------------------------------------

                            TOTAL NON-INSTALLATION EMPLOYEE W-2 FORMS                =   C,CCC,CCC

                            -----------------------------------------------------------------------

                            TTL NON-INSTALLATION EMPLOYEE COMPENSATION (NOT DEF)  =  GGG,GGG,GGG.GG
                                FEDERAL TAX WITHHELD . . . . . . . . . . . . . .  =  III,III,III.II

                            -----------------------------------------------------------------------

                                TOTAL HOSP. INS. TAX WAGES  . . . . . . . . . . . =  JJJ,JJJ,JJJ.JJ
                                TOTAL HOSP. INS. TAX DEDUCTED . . . . . . . . . . =  KKK,KKK,KKK.KK

                            -----------------------------------------------------------------------

                                TOTAL FICA WAGES  . . . . . . . . . . . . . . . . =  LLL,LLL,LLL.LL
                                TOTAL FICA DEDUCTED . . . . . . . . . . . . . . . =  MMM,MMM,MMM.MM

                            -----------------------------------------------------------------------

                                TOTAL STATE TAX EARNINGS  . . . . . . . . . . . . =  NNN,NNN,NNN.NN
                                TOTAL STATE TAX DEDUCTION . . . . . . . . . . . . =  OOO,OOO,OOO.OO

                                TOTAL CITY TAX EARNINGS  . . . . . . . . . . . .  =  RRR,RRR,RRR.RR
                                TOTAL CITY TAX DEDUCTION . . . . . . . . . . . .  =  SSS,SSS,SSS.SS
                            -----------------------------------------------------------------------


                            TOTAL NON-INSTALLATION EMPLOYEE COMPENSATION          XXX,XXX,XXX.XX
```

REPORT 518 W-2 FORM - WAGE & TAX STATEMENT FOR NON-EMPLOYEES

DATA ELEMENTS

A. W-2 Form Counts if Award OASDI Deduction Amount = 0
and Award HIT Deduction Amount > 0

C. Total W-2 Form Counts

D. Total Non-Employee Counts

F. W-2 Counts if Award OASDI Deduction Amount > 0 and HIT Deduction Amount > 0

G. Total of Award Gross Amount

I. Total of Award Federal Tax Deduction Amount

J. Total of Award HIT Earnings Amount

K. Total of Award HIT Deduction Amount

L. Total of Award OASDI Earnings Amount

M. Total of Award OASDI Deduction Amount

N. Total of Award Gross Amount where Award State Tax Deduction Amount > 0

O. Total of Award State Tax Deduction Amount

R. Total of Award Gross Amount where Award City Tax Deduction Amount > 0

S. Total of Award City Tax Deduction Amount

X. Total of Award Gross Amount

REPORT 518 W-2 FORM - WAGE & TAX STATEMENT FOR NON-EMPLOYEES (Report 3 of 3) PAYROLL

PURPOSE: To provide Statistics for non-employee W-2s at an Agency Level for the Consolidated Payroll Office.

CONTENT: W-2's Counts and Totals.

SEQUENCE: N/A

```
REPORT NO:  518                   NASA PERSONNEL AND PAYROLL SYSTEM                            PAGE:
SEQUENCE BY:                              INSTALLATION NAME                                    DATE:
                                     NON-INSTALLATION EMPLOYEES                                TIME:

                                        W-2'S EDIT REPORT AND STATISTICS

                                                 AS OF MM/DD/YY

                                                 Agency Totals


                            -----------------------------------------------------------------------

                            NON-INSTALLATION EMPLOYEES WITH HIT (MQFE) ONLY           =   a,aaa,aaa
                            NON-INSTALLATION EMPLOYEES WITH HIT (MQFE) AND FICA . . . =   f,fff,fff
                            NON-INSTALLATION EMPLOYEES ON FILE . . . . . . . . . . .  =   d,ddd,ddd

                            -----------------------------------------------------------------------

                            TOTAL NON-INSTALLATION EMPLOYEE W-2 FORMS                 =   c,ccc,ccc

                            -----------------------------------------------------------------------

                            TTL NON-INSTALLATION EMPLOYEE COMPENSATION (NOT DEF)  =  ggg,ggg,ggg.gg
                                FEDERAL TAX WITHHELD . . . . . . . . . . . . . .  =  iii,iii,iii.ii

                            -----------------------------------------------------------------------

                                TOTAL HOSP. INS. TAX WAGES  . . . . . . . . . . . =  jjj,jjj,jjj.jj
                                TOTAL HOSP. INS. TAX DEDUCTED . . . . . . . . . . =  kkk,kkk,kkk.kk

                            -----------------------------------------------------------------------

                                TOTAL FICA WAGES  . . . . . . . . . . . . . . . . =  lll,lll,lll.ll
                                TOTAL FICA DEDUCTED . . . . . . . . . . . . . . . =  mmm,mmm,mmm.mm

                            -----------------------------------------------------------------------

                                TOTAL STATE TAX EARNINGS  . . . . . . . . . . . . =  nnn,nnn,nnn.nn
                                TOTAL STATE TAX DEDUCTION . . . . . . . . . . . . =  ooo,ooo,ooo.oo

                                TOTAL CITY TAX EARNINGS  . . . . . . . . . . . .  =  rrr,rrr,rrr.rr
                                TOTAL CITY TAX DEDUCTION . . . . . . . . . . . .  =  sss,sss,sss.ss
                            -----------------------------------------------------------------------


                            TOTAL NON-INSTALLATION EMPLOYEE COMPENSATION          xxx,xxx,xxx.xx
```

REPORT 518 W-2 FORM - WAGE & TAX STATEMENT FOR NON-EMPLOYEES
DATA ELEMENTS

a. W-2 Form Counts if Award OASDI Deduction Amount = 0 and Award HIT Deduction Amount > 0

c. Total W-2 Form Counts

d. Total Non-Employee Counts

f. W-2 Counts if Award OASDI Deduction Amount > 0 and HIT Deduction Amount > 0

g. Total of Award Gross Amount

i. Total of Award Federal Tax Deduction Amount

j. Total of Award HIT Earnings Amount

k. Total of Award HIT Deduction Amount

l. Total of Award OASDI Earnings Amount

m. Total of Award OASDI Deduction Amount

n. Total of Award Gross Amount where Award State Tax Deduction Amount > 0

o. Total of Award State Tax Deduction Amount

r. Total of Award Gross Amount where Award City Tax Deduction Amount > 0

s. Total of Award City Tax Deduction Amount

x. Total of Award Gross Amount

REPORT 114 **ICB ASSOCIATED BUSINESS PUBLICATIONS REPORT** PAYROLL

PURPOSE: To provide a detailed listing of all ICB Technical Brief awards granted in the last three years

CONTENT: All ICB Technical Brief awards granted in the last three years

SEQUENCE: Award Recipient Name

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    114                               NASA PAYROLL AND PERSONNEL SYSTEM                                PAGE:
SEQUENCED BY: NAME                                       INSTALLATION NAME                                       DATE:
                                           ICB ASSOCIATED BUSINESS PUBLICATIONS REPORT                           TIME:
                                       RECIPIENTS OF TECH BRIEF AWARDS WITHIN LAST THREE YEARS
                                                           AS OF MM/DD/YY


  CASE                                                  AWARD         CASE                     AWARD
 NUMBER                 RECIPIENT                        DATE        NUMBER                  RECIPIENT                    DATE
---------   ----------------------------------------   --------     ---------  ----------------------------------------   --------
AA-AAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CC/CC/CC     AA-AAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CC/CC/CC
            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                                DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD
            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                                DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD
            EEEEEEEEEEEEEEE   FFF  GGGGGGGGG                                   EEEEEEEEEEEEEEE   FFF  GGGGGGGGG

AA-AAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CC/CC/CC     AA-AAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CC/CC/CC
            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                                DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD
            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                                DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD
            EEEEEEEEEEEEEEE   FFF  GGGGGGGGG                                   EEEEEEEEEEEEEEE   FFF  GGGGGGGGG

AA-AAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CC/CC/CC     AA-AAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB   CC/CC/CC
            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                                DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD
            DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                                DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD
            EEEEEEEEEEEEEEE   FFF  GGGGGGGGG                                   EEEEEEEEEEEEEEE   FFF  GGGGGGGGG




                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Case Number
B. Award Recipient Name (Last, First, MI, Gen)
C. Award Payment Date
D. Award Recipient Street Address (Line 2 suppressed if blank)
E. Award Recipient City Address
F. Award Recipient State Address
G. Award Recipient Zip Address

SELECTION CRITERIA:

Includes all awards with the following criteria:

- Installation code equals user designated center code
- Award ICB Category Code = 'T'
- Award Payment Date within three years of the current pay date
- Award Adjustment Indicator = blank

REPORT 115 **ICB CASH AWARDS LISTING** PAYROLL

PURPOSE: To provide a detailed listing of all ICB awards granted in the last three years.

CONTENT: All ICB awards granted in the last three years.

SEQUENCE: Selective by Installation (first two positions of Award Case Number), Award Recipient Name or Installation, Award Recipient SSN or Award Recipient Name or Award Recipient SSN

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    115                               NASA PAYROLL AND PERSONNEL SYSTEM                                    PAGE:
SEQUENCED BY:                                            INSTALLATION NAME                                           DATE:
                                                     ICB CASH AWARDS LISTING                                         TIME:
                                          RECIPIENTS OF CASH AWARDS WITHIN LAST THREE YEARS
                                                           AS OF MM/DD/YY


                                                        EMPLOYEE     TAX ID     PAYMENT      CASE        PR       ICB       AWARD
       NAME/ADDRESS                            SSN        TYPE     STATE CITY    DATE       NUMBER     NUMBER     CAT       AMOUNT
----------------------------------------   -----------  --------   ----- ----   --------   ---------  --------  --------  ----------
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA   BBB-BB-BBBB  CCCCCCCC    DDD  JJJ    EE/EE/EE   FF-FFFFFF  GG-GGGGG  HHHHHHHH  III,III.II
KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                        .         .    .        .           .          .        .          .
KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                        .         .    .        .           .          .        .          .
LLLLLLLLLLLLLLL   MMM  NNNNNNNNN                        CCCCCCCC    DDD  JJJ    EE/EE/EE   FF-FFFFFF  GG-GGGGG  HHHHHHHH  III,III.II

AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA   BBB-BB-BBBB  CCCCCCCC    DDD  JJJ    EE/EE/EE   FF-FFFFFF  GG-GGGGG  HHHHHHHH  III,III.II
KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                        .         .    .        .           .          .        .          .
KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                        .         .    .        .           .          .        .          .
LLLLLLLLLLLLLLL   MMM  NNNNNNNNN                        CCCCCCCC    DDD  JJJ    EE/EE/EE   FF-FFFFFF  GG-GGGGG  HHHHHHHH  III,III.II

AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA   BBB-BB-BBBB  CCCCCCCC    DDD  JJJ    EE/EE/EE   FF-FFFFFF  GG-GGGGG  HHHHHHHH  III,III.II
KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                        .         .    .        .           .          .        .          .
KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                        .         .    .        .           .          .        .          .
LLLLLLLLLLLLLLL   MMM  NNNNNNNNN                        CCCCCCCC    DDD  JJJ    EE/EE/EE   FF-FFFFFF  GG-GGGGG  HHHHHHHH  III,III.II



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Recipient Name (Last, First, MI, Gen)
B. Award Recipient SSN
C. Award Recipient Government Employee Indicator (literal, G = Govt or N = Non Govt)
D. Award State Tax Code
E. Award Payment Date
F. Award Case Number
G. Award Procurement Request Number
H. Type of ICB Award (literal from table TICBCAT based on Award ICB Category Code)
I. Award Gross Amount
J. Award City Tax Code
K. Award Recipient Street Address (Line 2 suppressed if blank)
L. Award Recipient City Address
M. Award Recipient State Address
N. Award Recipient Zip Address

SELECTION CRITERIA:
Include all awards with the following criteria:

- Installation equals user designated center code
- Award Type Code = 'V'
- Award Payment Date within three years of the current pay date

REPORT 116 **CASH AWARDS ROYALTIES** PAYROLL

PURPOSE: To provide a listing of year-to-date or cumulative history of all royalties issued to each recipient.

CONTENT: All Royalty payments.

SEQUENCE: Award Recipient Name, Award Amount Totals by Center, Agency.
Page Break at Center, New Page and Agency Total

```
                                                    SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    116                                 NASA PAYROLL AND PERSONNEL SYSTEM                                PAGE:
SEQUENCED BY: NAME                                        INSTALLATION NAME                                        DATE:
                                                (YTD) (CUMULATIVE) CASH AWARDS ROYALTIES                           TIME:
                                                            AS OF MM/DD/YY

                                                                                            PAYMENT         AWARD
             NAME                                               ADDRESS                      DATE          AMOUNT
-------------------------------------------   -----------------------------------       --------      ----------
AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA   BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB       FF/FF/FF      GGG,GGG.GG
                                              BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB           .              .
                                              CCCCCCCCCCCCCCC   DDD  EEEEEEEEE              .              .
                                                                                        FF/FF/FF      GGG,GGG.GG


                                                                                 Center Totals       HH,HHH,HHH.HH
                                                                                 Agency Totals    I,III,III,III.II






                                                    SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Recipient Name (Last, First, MI, Gen)
B. Award Recipient Street Address (Line 2 suppressed if blank)
C. Award Recipient City Address
D. Award Recipient State Address
E. Award Recipient Zip Address
F. Award Payment Date
G. Award Adjusted Gross Amount
H. Center Total Award Amount
I. Agency Total Award Amount

SELECTION CRITERIA:

Include all awards with the following criteria:

User selects type of report (i.e. YTD or Cumulative)

- Installation equals user designated center code
- Award ICB Category Code = 'R'
- Award Adjustment Indicator = blank

YTD

Reject if Award Pay Date < 01/01/current year or > current pay date*

* cur-pay-dte = pp-end-dte + 10 days

CUM

List all "R" awards in NPS2-awards-file up to current pay date

REPORT 117 **NON-PERSONNEL ACTION CASH AWARDS EDIT LISTING** PAYROLL

PURPOSE: To provide a listing of all non-personnel action cash awards processed during the current pay period.

CONTENT: All current non-personnel action cash awards.

SEQUENCE: Award Procurement Request Number, Award Case Number, Award Recipient Name.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    117                               NASA PAYROLL AND PERSONNEL SYSTEM                                    PAGE:
SEQUENCED BY: NAME                                      INSTALLATION NAME                                            DATE:
                                        NON-PERSONNEL ACTION CASH AWARDS EDIT LISTING                                TIME:
                                                          AS OF MM/DD/YY


  CASE    EMP                                             AWD ICB   GROSS   OASDI/HIT   FED    STATE/CITY  OASDI    HIT      NET
 NUMBER   TYP          NAME/ADDRESS/SSN                   TYP CAT   AWARD     WAGES     TAX    TAX ID  AMT DEDUCT  DEDUCT   AWARD
--------- --- ------------------------------------------- --- --- --------- --------- -------- ----------- ------- ------- ---------

PR NUMBER     AA-AAAAA
BB-BBBBBB  C  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD  E   F  GGGGGG.GG HHHHHH.HH IIIII.II JJJ KKKK.KK NNNN.NN OOOO.OO PPPPPP.PP
              QQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQ                           VVVVVV.VV          LLL MMMM.MM
              QQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQ
              RRRRRRRRRRRRRRR   SSS  TTTTTTTTT
              UUU-UU-UUUU







                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Procurement Request Number
B. Award Case Number
C. Award Recipient Government Employee Indicator
D. Award Recipient Name (Last, First, MI, Gen)
E. Award Type Code
F. Award ICB Category Code
G. Award Gross Amount
H. Award OASDI Earnings Amount
I. Award Federal Tax Deduction Amount
J. Award State Tax Code
K. Award State Tax Deduction amount
L. Award City Tax Code
M. Award City Tax Deduction amount
N. Award OASDI Deduction Amount
O. Award HIT Deduction Amount
P. Award Net Amount
Q. Award Recipient Street Address (Line 2 suppressed if blank)
R. Award Recipient City Address
S. Award Recipient State Address
T. Award Recipient Zip Address
U. Award Recipient SSN
V. Award HIT Earnings Amount

SELECTION CRITERIA:
Include all awards with the following criteria:

- Installation equals user designated center code
- Award Payment Date equal to current pay date

REPORT 117 **NON-PERSONNEL ACTION CASH AWARDS EDIT LISTING SUMMARY** PAYROLL

PURPOSE: To provide a summary of all non-personnel action cash awards processed during the current pay period.

CONTENT: Summary of all current non-personnel action cash awards.

SEQUENCE: Center.

```
REPORT NO:    117                                    NASA PAYROLL AND PERSONNEL SYSTEM                                 PAGE:
SEQUENCED BY:                                                 INSTALLATION NAME                                        DATE:
                                           NON-PERSONNEL ACTION CASH AWARDS EDIT LISTING SUMMARY                       TIME:
                                                             AS OF MM/DD/YY



                      NO OF          GROSS AWARDS          FEDERAL       STATE        CITY      OASDI        HIT           NET
                      AWARDS      GOVT       NON-GOVT         TAX          TAX         TAX       DEDUCT      DEDUCT        AWARD
                      ------   -----------  -----------   -----------   ---------   ---------   ---------   ---------   -----------

NON-ICB AWARDS         AAAA    BBBBBBBB.BB  CCCCCCCC.CC   DDDDDDDD.DD   EEEEEE.EE   FFFFFF.FF   GGGGGG.GG   HHHHHH.HH   IIIIIIII.II


ICB AWARDS

  TECH BRIEF (T)       JJJJ    KKKKKKKK.KK  LLLLLLLL.LL   MMMMMMMM.MM   NNNNNN.NN   OOOOOO.OO   PPPPPP.PP   QQQQQQ.QQ   RRRRRRRR.RR
  PATENT     (P)       SSSS    TTTTTTTT.TT  UUUUUUUU.UU   VVVVVVVV.VV   WWWWWW.WW   XXXXXX.XX   YYYYYY.YY   ZZZZZZ.ZZ   aaaaaaaa.aa
  MONETARY   (M)       bbbb    cccccccc.cc  dddddddd.dd   eeeeeeee.ee   ffffff.ff   gggggg.gg   hhhhhh.hh   iiiiii.ii   jjjjjjjj.jj
  ROYALTY    (R)       tttt    uuuuuuuu.uu  vvvvvvvv.vv   wwwwwwww.ww   xxxxxx.xx   yyyyyy.yy   zzzzzz.zz   111111.11   22222222.22

  TOTAL ICB           kkkkk   lllllllll.ll mmmmmmmmm.mm  nnnnnnnnn.nn  ooooooo.oo  ppppppp.pp  qqqqqqq.qq  rrrrrrr.rr  sssssssss.ss
```

DATA ELEMENTS

A - I includes data for Award Type Code not = 'V'

A. Count of awards if Award Adjustment Indicator = blank
B. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'G'
C. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'N'
D. Sum of Award Federal Tax Deduction Amount
E. Sum of Award State Tax Deduction Amount
F. Sum of Award City Tax Deduction Amount
G. Sum of Award OASDI Deduction Amount
H. Sum of Award HIT Deduction Amount
I. Sum of Award Net Amount

J - R includes data for Award Type Code = 'V' and Award ICB Category Code = 'T'

J. Count of awards if Award Adjustment Indicator = blank
K. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'G'
L. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'N'
M. Sum of Award Federal Tax Deduction Amount
N. Sum of Award State Tax Deduction Amount
O. Sum of Award City Tax Deduction Amount
P. Sum of Award OASDI Deduction Amount
Q. Sum of Award HIT Deduction Amount
R. Sum of Award Net Amount

REPORT 117 NON-PERSONNEL ACTION CASH AWARDS EDIT LISTINGS SUMMARY
DATA ELEMENTS (cont'd)

S - a includes data for Award Type Code = 'V' and Award ICB Category Code = 'P'

S. Count of awards if Award Adjustment Indicator = blank
T. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'G'
U. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'N'
V. Sum of Award Federal Tax Deduction Amount
W. Sum of Award State Tax Deduction Amount
X. Sum of Award City Tax Deduction Amount
Y. Sum of Award OASDI Deduction Amount
Z. Sum of Award HIT Deduction Amount
a. Sum of Award Net Amount

b - j includes data for Award Type Code = 'V' and Award ICB Category Code = 'M'

b. Count of awards if Award Adjustment Indicator = blank
c. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'G'
d. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'N'
e. Sum of Award Federal Tax Deduction Amount
f. Sum of Award State Tax Deduction Amount
g. Sum of Award City Tax Deduction Amount
h. Sum of Award OASDI Deduction Amount
i. Sum of Award HIT Deduction Amount
j. Sum of Award Net Amount

k. J + S + b + t

l. K + T + c + u

m. L + U + d + v

n. M + V + e + w

o. N + W + f + x

p. O + X + g + y

q. P + Y + h + z

r. Q + Z + i + 1

s. R + a + j + 2

t - 2 includes data for Award Type Code = 'V' and Award ICB Category Code = 'R'

t. Count of awards if Award Adjustment Indicator = blank
u. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'G'
v. Sum of Award Gross Amount if Award Recipient Government Employee Indicator = 'N'
w. Sum of Award Federal Tax Deduction Amount
x. Sum of Award State Tax Deduction amount
y. Sum of Award City Tax Deduction amount
z. Sum of Award OASDI Deduction Amount
1. Sum of Award HIT Deduction Amount
2. Sum of Award Net Amount

REPORT 118 NON-PERSONNEL ACTION CASH AWARDS MASTER LISTING

PAYROLL

PURPOSE: To provide a cumulative listing of all non-personnel action cash awards.

CONTENT: All non-personnel action cash awards.

SEQUENCE: Center, Award Recipient SSN, Award Recipient Name. Date may be selected using parameter screen.

```
                                                     SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO:    118                                   NASA PAYROLL AND PERSONNEL SYSTEM                                 PAGE:
 SEQUENCED BY:                                               INSTALLATION NAME                                         DATE:
                                             NON-PERSONNEL ACTION CASH AWARDS MASTER LISTING                           TIME:
                                                              AS OF MM/DD/YY

                                                                      T C                                                          A
                                      PAYMENT  EMP   CASE       PR    Y A   GROSS     FED     STATE/CITY  OASDI    HIT      NET     D
         NAME/ADDRESS/SSN              DATE    TYP  NUMBER    NUMBER  P T   AWARD     TAX     TAX ID  AMT DEDUCT  DEDUCT   AWARD    J
------------------------------------- -------- --- --------- -------- - - --------- -------- ----------- ------- ------- --------- -

AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA BB/BB/BB  C  DD-DDDDDD EE-EEEEE F G HHHHHH.HH IIIII.II JJJ KKKK.KK NNNN.NN OOOO.OO PPPPPP.PP Q
RRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRR                                                          LLL MMMM.MM
RRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRR   BB/BB/BB  C  DD-DDDDDD EE-EEEEE F G HHHHHH.HH IIIII.II JJJ KKKK.KK NNNN.NN OOOO.OO PPPPPP.PP Q
SSSSSSSSSSSSSSS   TTT  UUUUUUUUU                                                             LLL MMMM.MM
VVV-VV-VVVV

AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA BB/BB/BB  C  DD-DDDDDD EE-EEEEE F G HHHHHH.HH IIIII.II JJJ KKKK.KK NNNN.NN OOOO.OO PPPPPP.PP Q
RRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRR                                                          LLL MMMM.MM
RRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRR   BB/BB/BB  C  DD-DDDDDD EE-EEEEE F G HHHHHH.HH IIIII.II JJJ KKKK.KK NNNN.NN OOOO.OO PPPPPP.PP Q
SSSSSSSSSSSSSSS   TTT  UUUUUUUUU                                                             LLL MMMM.MM
VVV-VV-VVVV




                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. Award Recipient Name (Last, First, MI, Gen)
B. Award Payment Date
C. Award Recipient Government Employee Indicator
D. Award Case Number
E. Award Procurement Request Number
F. Award Type Code
G. Award ICB Category Code
H. Award Gross Amount
I. Award Federal Tax Deduction Amount
J. Award State Tax Code
K. Award State Tax Deduction Amount
L. Award City Tax Code
M. Award City Tax Deduction Amount
N. Award OASDI Deduction Amount
O. Award HIT Deduction Amount
P. Award Net Amount
Q. Type of Adjustment to Net (- equals negative, blank equals not an adjustment entry)
R. Award Recipient Street Address (Line 2 suppressed if blank)
S. Award Recipient City Address
T. Award Recipient State Address
U. Award Recipient Zip Address
V. Award Recipient SSN

SELECTION CRITERIA:

Include all awards with the following criteria:

- Installation equals user designated center code
- As Of Date equals current pay period ending date, unless specified by selection criteria entered for date.

REPORT 309	**PAYROLL CONSOLIDATED OVERTIME/COMPENSATORY-TIME/CREDIT-HOUR REPORT**	PAYROLL
PURPOSE:	To provide a current pay period report of employee overtime, holiday worked, compensatory, and credit hour information. (Overtime, overtime adjustment, and holiday worked are also provided for fiscal year to date).	
CONTENT:	All employees who have overtime, overtime adjustment, holiday worked, compensatory time, or credit hours.	
SEQUENCE:	By Center, Organization (Directorate through Section) and SSN, by Organization (Directorate through Section) and Name, by Name or by SSN.	

```
                                                                                             SUBJECT TO PRIVACY ACT OF 1974
 REPORT NO: 309                                                                              NASA PERSONNEL AND PAYROLL SYSTEM                                                            PAGE:
 SEQUENCED BY:                                                                                       INSTALLATION NAME                                                                    DATE:
                                                                                                       FACILITY NAME                                                                      TIME:
                                                                                             PAYROLL O/T C/T CREDIT HOUR REPORT
                                                                                               PAY PERIOD aa AS OF bb/bb/bbbb



  ORGANIZATION    SSN         EMPLOYEE NAME                                      ---------OVERTIME/ADJUSTMENT/HOLIDAY WORKED---------
                                                                                 HRS-BW  EARN-BW HRS-FYTD EARN-FYTD HRS-CYTD EARN-CYTD

COMP  CUR/   ---------------------------------EXPIRATION DATES/COMPENSATORY TIME---------------------------------      -------------CREDIT HOURS------------
CODE  BAL     DD/MM/YY  DD/MM/YY  DD/MM/YY  DD/MM/YY  DD/MM/YY  DD/MM/YY  DD/MM/YY    EARN    USED FORFEIT    PAID     BALANCE   FORFEIT   EARN   USED   FLSA
                  1         2         3         4         5         6         7


ccccc  ddddddddd  eeeeeeeeeeeeeeeeeeeeeeeeeeeeeeeeeeeeee  ffff.ff  gggggggg.gg  hhhh.hh  iiiiiiii.ii jjjj.jj  kkkkkkkk.kk  l

mmmm.mm  nnn.nn  ooo.oo  ppp.pp  qqq.qq  rrr.rr  sss.ss  ttt.tt  uuu.uu  vvv.vv  www.ww  xxx.xx  yyy.yy  zzz.zz

111.11  222.22  333.33   4  5

 SECTION
 TOTALS    AAAAAA.AA  BBBBBBBB.BB  CCCCCC.CC  DDDDDDDD.DD  EEEEEE.EE  FFFFFFFF.FF  GGGGGG.GG  HHHHH.HH  IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLLL.LL  MMMMM.MM  NNNNN.NN  OOOOO.OO  PPPPP.PP  QQQQQ.QQ  RRRRR.RR  SSSSS.SS
             TTTTT.TT  UUUUU.UU  VVVVV.VV

SECTION
 TOTALS    AAAAAA.AA  BBBBBBBB.BB  CCCCCC.CC  DDDDDDDD.DD  EEEEEE.EE  FFFFFFFF.FF  GGGGGG.GG  HHHHH.HH  IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLLL.LL  MMMMM.MM  NNNNN.NN  OOOOO.OO  PPPPP.PP  QQQQQ.QQ  RRRRR.RR  SSSSS.SS

BRANCH
 TOTALS    AAAAAA.AA  BBBBBBBB.BB  CCCCCC.CC  DDDDDDDD.DD  EEEEEE.EE  FFFFFFFF.FF  GGGGGG.GG  HHHHH.HH  IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLLL.LL  MMMMM.MM  NNNNN.NN  OOOOO.OO  PPPPP.PP  QQQQQ.QQ  RRRRR.RR  SSSSS.SS

DIVISION
 TOTALS    AAAAAA.AA  BBBBBBBB.BB  CCCCCC.CC  DDDDDDDD.DD  EEEEEE.EE  FFFFFFFF.FF  GGGGGG.GG  HHHHH.HH  IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLLL.LL  MMMMM.MM  NNNNN.NN  OOOOO.OO  PPPPP.PP  QQQQQ.QQ  RRRRR.RR  SSSSS.SS

DIRECTORATE
 TOTALS    AAAAAA.AA  BBBBBBBB.BB  CCCCCC.CC  DDDDDDDD.DD  EEEEEE.EE  FFFFFFFF.FF  GGGGGG.GG  HHHHH.HH  IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLLL.LL  MMMMM.MM  NNNNN.NN  OOOOO.OO  PPPPP.PP  QQQQQ.QQ  RRRRR.RR  SSSSS.SS

CENTER
  TOTALS   AAAAAA.AA  BBBBBBBB.BB  CCCCCC.CC  DDDDDDDD.DD  EEEEEE.EE  FFFFFFFF.FF  GGGGGG.GG  HHHHH.HH  IIIII.II  JJJJJ.JJ  KKKKK.KK  LLLLL.LL  MMMMM.MM  NNNNN.NN  OOOOO.OO  PPPPP.PP  QQQQQ.QQ  RRRRR.RR  SSSSS.SS




                                                                                             SUBJECT TO PRIVACY ACT OF 1974
```

b. Current Pay Period Ending Date
c. Pay Organization
d. Pay SSN
e. Pay Last Name, Pay First Name, Pay MI, Pay Suffix
f. Overtime: Hours B/W + Pay Adjust Hrs OT + Holiday Hours: B/W + Comp Time: Hrs Paid B/W
g. Overtime: Earnings B/W + Overtime: Earnings Adjustment + Holiday Earnings: B/W + Comp Time: Cur CT Paid Amt
h. OT Hrs BW + OT Hrs Adj + Holiday Hrs BW (Fiscal Year to Date)
i. OT Earn BW + OT Earn Adj + Holiday Earn BW (Fiscal Year to Date)
j. Overtime: Hours YTD + Holiday Hours: YTD
k. Overtime: Earnings YTD + Holiday Earnings: YTD
l. Compensatory Code ' ' = Regular
m. Comp Time: Current Balance
n. Comp Time: Hours 1
o. Comp Time: Hours 2
p. Comp Time: Hours 3
q. Comp Time: Hours 4
r. Comp Time: Hours 5
s. Comp Time: Hours 6
t. Comp Time: Hours 7
u. Comp Time: Earned B/W (Primary)
v. Comp Time: Used B/W + Extended Used B/W
w. Comp Time: Forfetd B/W (Primary)
x. Comp Time: Hrs Paid B/W (Primary)
ll. Compensatory Code '2' = Extended Compensatory
nn. Comp Time: Hours 8
oo. Comp Time: Hours 9
pp. Comp Time: Hours 10
qq. Comp Time: Hours 11
rr. Comp Time: Hours 12
ss. Comp Time: Hours 13
tt. Comp Time: Hours 14
l. Compensatory Code 'r' = Religious
m. Comp Time: Relig Balance
n. Comp Time: Relig Hours 1
o. Comp Time: Relig Hours 2
p. Comp Time: Relig Hours 3
q. Comp Time: Relig Hours 4
r. Comp Time: Relig Hours 5
s. Comp time: Relig Hours 6
t. Comp Time: Relig Hours 7
u. Comp Time: Relig Earned B/W
v. Comp Time: Relig Used B/W

w. Comp Time: Relig Forfeited B/W
x. None
1. Credit Hours: Balance
2. Credit Hours: Forf B/W
3. Credit Hours: Earned B/W
4. Credit Hours: Used B/W
5. Pay FLSA Status
A. Section, Branch, Division, Directorate and Center totals of f
B. Section, Branch, Division, Directorate and Center totals of g
C. Section, Branch, Division, Directorate and Center totals of h
D. Section, Branch, Division, Directorate and Center totals of i
E. Section, Branch, Division, Directorate and Center totals of j
F. Section, Branch, Division, Directorate and Center totals of k
G. Section, Branch, Division, Directorate and Center totals of m
H. Section, Branch, Division, Directorate and Center totals of n
I. Section, Branch, Division, Directorate and Center totals of o
J. Section, Branch, Division, Directorate and Center totals of p
K. Section, Branch, Division, Directorate and Center totals of q
L. Section, Branch, Division, Directorate and Center totals of r
M. Section, Branch, Division, Directorate and Center totals of s
N. Section, Branch, Division, Directorate and Center totals of t
O. Section, Branch, Division, Directorate and Center totals of u
P. Section, Branch, Division, Directorate and Center totals of v
Q. Section, Branch, Division, Directorate and Center totals of w
R. Section, Branch, Division, Directorate and Center totals of x
S. Section, Branch, Division, Directorate and Center totals of 1
T. Section, Branch, Division, Directorate and Center totals of 2
U. Section, Branch, Division, Directorate and Center totals of 3
V. Section, Branch, Division, Directorate and Center totals of 4

DD/MM/YY
1 - Pay Cntl: Current PP Ending Date + 84 days
2 - Pay Cntl: Current PP Ending Date + 70 days
3 - Pay Cntl: Current PP Ending Date + 56 days
4 - Pay Cntl: Current PP Ending Date + 42 days
5 - Pay Cntl: Current PP Ending Date + 28 days
6 - Pay Cntl: Current PP Ending Date + 14 days
7 - Pay Cntl: Current PP Ending Date

SELECTION CRITERIA:
Includes all employees with the following criteria:
- Installation code = User Designated Center Code
- Duty status not = 'Z'
- Facility Code = User Designated Facility Code
- Balance in CT or Credit Hours or Overtime Paid in the current fiscal year to date.

REPORT 979 NON-PERSONNEL ACTION CASH AWARDS QUERY - QCASH

PAYROLL

PURPOSE: To provide a summary of all non-personnel action cash awards processed during the current pay period

CONTENT: Summary of all current non-personnel action cash awards.

SEQUENCE:

```
                                                                       92-07-29
COMMAND: ________                   NPPS                               15:40:13
NA05130         NON-PERSONNEL ACTION CASH AWARDS REGISTER - QCASH
-------------------------------------------------------------------------------


           GROSS       FED       STATE      CITY      FICA       HIT    AWD CNT

NON-EMPL:    A          B          C          D        E          F        G

ICB AWDS:
 T           H          I          J          K        L          M        N
 P           O          P          Q          R        S          T        U
 M           V          W          X          Y        Z          a        b
 R           c          d          e          f        g          h        i

TOTAL:       j          k          l          m        n          o        p

GRAND
TOTAL:       q          r          s          t        u          v        w
-------------------------------------------------------------------------------


 PF1= HELP         PF3= PREV SCREEN         PF5= MAIN MENU         PF12= END
```

REPORT 979 NON-PERSONNEL ACTION CASH AWARDS QUERY – QCASH DATA ELEMENTS

A - G includes data for Award Type Code not = 'V'

A. Sum of Award Gross Amount
B. Sum of Award Federal Tax Deduction Amount
C. Sum of Award State Tax Deduction Amount
D. Sum of Award City Tax Deduction Amount
E. Sum of Award OASDI Deduction Amount
F. Sum of Award HIT Deduction Amount
G. Count of Awards if Award Adjustment Indicator = blank

H - N includes data for Award Type Code = 'V' and Award ICB Category Code = 'T'

H. Sum of Award Gross Amount
I. Sum of Award Federal Tax Deduction Amount
J. Sum of Award State Tax Deduction Amount
K. Sum of Award City Tax Deduction Amount
L. Sum of Award OASDI Deduction Amount
M. Sum of Award HIT Deduction Amount
N Count of Awards if Award Adjustment Indicator = blank

O - U includes data for Award Type Code = 'V' and Award ICB Category Code = 'P'

O. Sum of Award Gross Amount
P. Sum of Award Federal Tax Deduction Amount
Q. Sum of Award State Tax Deduction Amount
R. Sum of Award City Tax Deduction Amount
S. Sum of Award OASDI Deduction Amount

T. Sum of Award HIT Deduction Amount
U. Count of Awards if Award Adjustment Indicator = blank

V - b includes data for Award Type Code = 'V' and Award ICB Category Code = 'M'

V. Sum of Award Gross Amount
W. Sum of Award Federal Tax Deduction Amount
X. Sum of Award State Tax Deduction Amount
Y. Sum of Award City Tax Deduction Amount
Z. Sum of Award OASDI Deduction Amount
a. Sum of Award HIT Deduction Amount
b. Count of Awards if Award Adjustment Indicator = blank

c - i includes data for Award Type Code = 'V' and Award ICB Category Code = 'R'

c. Sum of Award Gross Amount
d. Sum of Award Federal Tax Deduction Amount
e. Sum of Award State Tax Deduction Amount
f. Sum of Award City Tax Deduction Amount
g. Sum of Award OASDI Deduction Amount
h. Sum of Award HIT Deduction Amount
i. Count of Awards if Award Adjustment Indicator = blank
j. H + O + V + c
k. I + P + W + d
l. J + Q + X + e
m. K + R + Y + f
n. L + S + Z + g
o. M + T + a + h
p. N + U + b + i
q. A + j
r. B + k
s. C + l
t. D + m
u. E + n
v. F + o
w. G + p

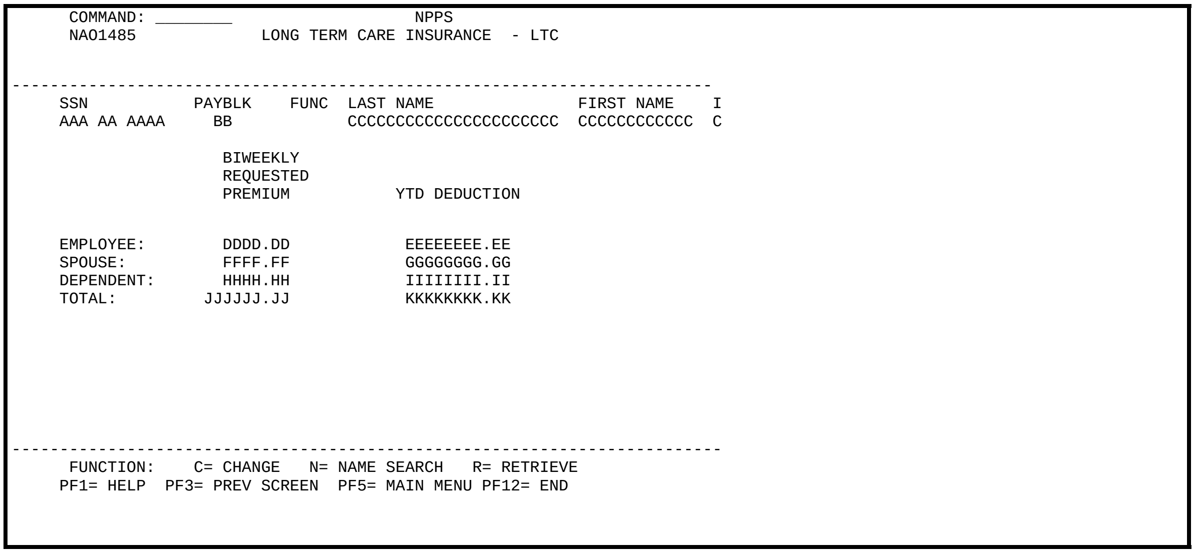
REPORT 980 **LONG TERM CARE INSURANCE (LTC)** PAYROLL

PURPOSE: To display employee, spouse, and dependent portions of long term care requested premiums, YTD deductions and totals.

CONTENT: Requested premiums from long term care insurance carrier.

System generated total of requested premiums, YTD deductions and YTD totals.

SEQUENCE: N/A



```
      COMMAND: ________                NPPS
      NA01485                LONG TERM CARE INSURANCE  - LTC


------------------------------------------------------------------------
     SSN           PAYBLK    FUNC  LAST NAME               FIRST NAME    I
     AAA AA AAAA     BB            CCCCCCCCCCCCCCCCCCCCCC  CCCCCCCCCCCC  C

                      BIWEEKLY
                      REQUESTED
                      PREMIUM          YTD DEDUCTION


     EMPLOYEE:        DDDD.DD           EEEEEEEE.EE
     SPOUSE:          FFFF.FF           GGGGGGGG.GG
     DEPENDENT:       HHHH.HH           IIIIIIII.II
     TOTAL:         JJJJJJ.JJ           KKKKKKKK.KK








-------------------------------------------------------------------------
      FUNCTION:    C= CHANGE   N= NAME SEARCH    R= RETRIEVE
     PF1= HELP  PF3= PREV SCREEN  PF5= MAIN MENU PF12= END
```

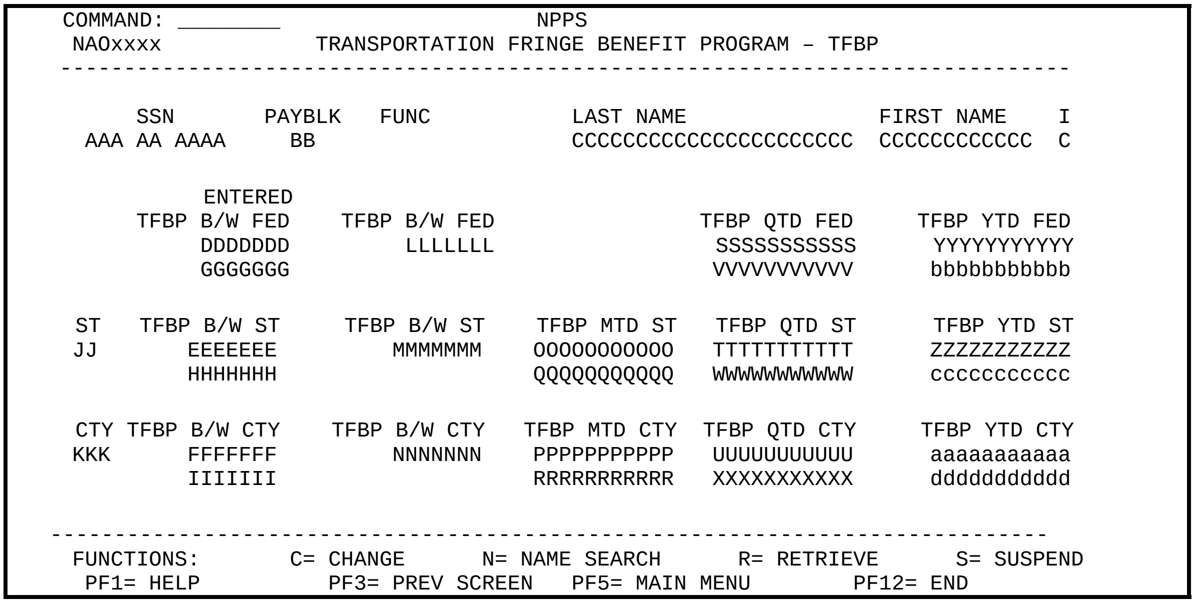
A. SSN
B. Payblock: Processing
C. Name: Last, Name: First, Name: Middle
D. LTC BW Empl Premium
E. LTC YTD Empl Deduction
F. LTC BW Spouse Premium
G. LTC YTD Spouse Deduction
H. LTC BW Dependent Premium
I. LTC YTD Dependent Deduction
J. E + G + I (Total requested premiums)
L. F + H + J (Total YTD deductions)

REPORT 981 **TRANSPORTATION FRINGE BENEFIT PROGRAM (TFBP)** PAYROLL

PURPOSE: To display federal, state and city amounts for the TFBP for a specified SSN.

CONTENT: TFBP entered amounts, processed amounts, and accumulated MTD, QTD and YTD amounts.

SEQUENCE: N/A



```
 COMMAND: ________                    NPPS
  NAOxxxx            TRANSPORTATION FRINGE BENEFIT PROGRAM – TFBP
 -------------------------------------------------------------------------------

       SSN       PAYBLK   FUNC           LAST NAME               FIRST NAME    I
   AAA AA AAAA      BB                   CCCCCCCCCCCCCCCCCCCCCC  CCCCCCCCCCCC  C

            ENTERED
       TFBP B/W FED    TFBP B/W FED                TFBP QTD FED     TFBP YTD FED
            DDDDDDD         LLLLLLL                 SSSSSSSSSSS      YYYYYYYYYYY
            GGGGGGG                                 VVVVVVVVVVV      bbbbbbbbbbb

  ST   TFBP B/W ST     TFBP B/W ST    TFBP MTD ST   TFBP QTD ST      TFBP YTD ST
  JJ       EEEEEEE         MMMMMMM    OOOOOOOOOOO   TTTTTTTTTTT      ZZZZZZZZZZZ
           HHHHHHH                    QQQQQQQQQQQ   WWWWWWWWWWW      ccccccccccc

  CTY TFBP B/W CTY    TFBP B/W CTY   TFBP MTD CTY  TFBP QTD CTY     TFBP YTD CTY
  KKK      FFFFFFF         NNNNNNN    PPPPPPPPPPP   UUUUUUUUUUU      aaaaaaaaaaa
           IIIIIII                    RRRRRRRRRRR   XXXXXXXXXXX      ddddddddddd

------------------------------------------------------------------------------
  FUNCTIONS:       C= CHANGE      N= NAME SEARCH      R= RETRIEVE      S= SUSPEND
   PF1= HELP          PF3= PREV SCREEN   PF5= MAIN MENU        PF12= END
```

A. SSN
B. Payblock: Processing
C. Name: Last, Name: First, Name: Middle
D. TFBP BW FED ENTRD AMT
E. TFBP BW ST ENTRD AMT
F. TFBP BW CITY ENTRD AMT
G. Fed BW Entered Amount/Adjustment
H. St BW Entered Amount/Adjustment
I. City BW Entered Amount/Adjustment
J. STATE TAX: CODE
K. LOCAL TAX ENTITY: CODE (City Tax Code/Occurrence 2)
L. TFBP BW FED AMT
M. TFBP BW ST AMT
N. TFBP BW CITY AMT
O. TFBP ST MTD AMT
P. TFBP CITY MTD AMT
Q. State MTD Adjustment
R. City MTD Adjustment
S. TFBP FED QTD AMT
T. TFBP ST QTD AMT
U. TFBP CITY QTD AMT
V. Federal QTD Adjustment
W. State QTD Adjustment
X. City QTD Adjustment
Y. TFBP FED YTD AMT

Z. TFBP ST YTD AMT
a. TFBP CITY YTD AMT
b. Federal YTD Adjustment
c. State YTD Adjustment
d. City YTD Adjustment

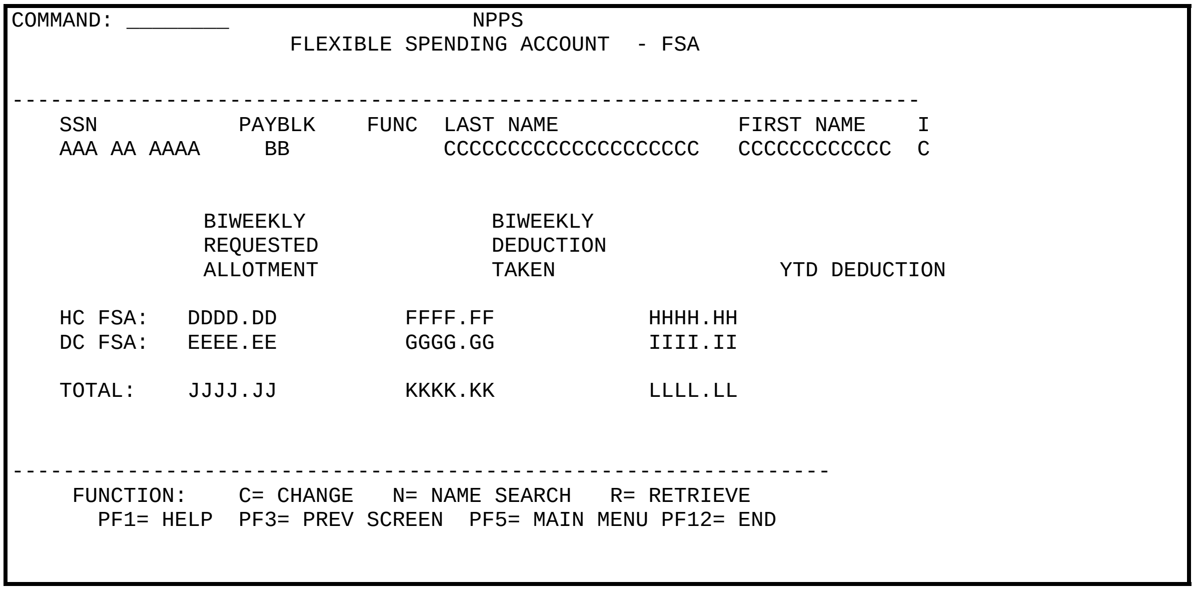
REPORT 982 **FLEXIBLE SPENDING ACCOUNT (FSA)** PAYROLL

PURPOSE: To display health care and dependent care portions of Flexible Spending Account requested premiums, YTD deductions and totals.

CONTENT: Requested premiums from Flexible Spending Account insurance carrier.

System generated total of requested premiums, YTD deductions and YTD totals.

SEQUENCE: N/A



```
COMMAND: ________                   NPPS
                      FLEXIBLE SPENDING ACCOUNT  - FSA

-----------------------------------------------------------------------
    SSN           PAYBLK    FUNC  LAST NAME               FIRST NAME    I
    AAA AA AAAA     BB            CCCCCCCCCCCCCCCCCCCC    CCCCCCCCCCCC  C


               BIWEEKLY                BIWEEKLY
               REQUESTED               DEDUCTION
               ALLOTMENT               TAKEN                  YTD DEDUCTION

    HC FSA:   DDDD.DD          FFFF.FF            HHHH.HH
    DC FSA:   EEEE.EE          GGGG.GG            IIII.II

    TOTAL:    JJJJ.JJ          KKKK.KK            LLLL.LL


----------------------------------------------------------------
     FUNCTION:    C= CHANGE    N= NAME SEARCH   R= RETRIEVE
       PF1= HELP  PF3= PREV SCREEN  PF5= MAIN MENU PF12= END
```

A. SSN
B. Payblock: Processing
C. Name: Last, Name: First, Name: Middle
D. FSA HC: BW ALLOT
E. FSA DC: BW ALLOT
F. FSA HC: BW DED
G. FSA DC: BW DED
H. FSA HC: FED YTD DED
I. FSA DC: FED YTD DED
J. D + E (Total BW FSA Allotment)
K. F + G (Total BW FSA Deduction)
L. H + I (Total YTD FSA Deductions)

REPORT 119 TIME OFF AWARD REGISTER PAYROLL

PURPOSE: To list all employees for the reporting of time off award hours in the current pay period.

CONTENT: Details of current pay period time off award hours.

SEQUENCE: By Pay Block & SSN or Pay Block & Employee Name or SSN or Employee Name.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    119                                NASA PERSONNEL AND PAYROLL SYSTEM                                     PAGE:
SEQUENCED BY:                                            INSTALLATION NAME                                              DATE:
                                                      TIME OFF AWARDS REGISTER                                          TIME:
                                                          AS OF MM/DD/YY

                                                                             T/O HRS FORFEIT  FORFEIT
   SSN    NAME                                        ORG   T/O HRS   B/W      YTD     B/W      YTD      BAL   NTE DATE    COST YTD
--------- ------------------------------------------- ----- ------- -------  ------- -------  -------  ------- --------  -----------
AAAAAAAAA BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB CCCCC DDDD.DD EEEE.EE  FFFF.FF GGGG.GG  HHHH.HH  IIII.II KKKKKKKK  JJJJJJJ.JJ
                                                            DDDD.DD EEEE.EE  FFFF.FF GGGG.GG  HHHH.HH  IIII.II KKKKKKKK
                                                               .       .        .       .        .        .       .
                                                               .       .        .       .        .        .       .
                                                               .       .        .       .        .        .       .
                                                            DDDD.DD EEEE.EE  FFFF.FF GGGG.GG  HHHH.HH  IIII.II KKKKKKKK

AAAAAAAAA BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB CCCCC DDDD.DD EEEE.EE  FFFF.FF GGGG.GG  HHHH.HH  IIII.II KKKKKKKK  JJJJJJJ.JJ
                                                            DDDD.DD EEEE.EE  FFFF.FF GGGG.GG  HHHH.HH  IIII.II KKKKKKKK
                                                               .       .        .       .        .        .       .
                                                               .       .        .       .        .        .       .
                                                               .       .        .       .        .        .       .
                                                            DDDD.DD EEEE.EE  FFFF.FF GGGG.GG  HHHH.HH  IIII.II KKKKKKKK



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN

B. Employee Name (Last,First,MI,Suffix)

C. Organization Assigned

D. Employee Time Off Award Hours Quantity

E. Employee Time Off Award Hours Current Used Quantity

F. Employee Time Off Award Hours Year to Date Used Quantity

G. Employee Time Off Award Hours Current Forfeited Quantity

H. Employee Time Off Award Hours Year to Date Forfeited Quantity

I. Compute Balance

J. Employee Time Off Year to Date Cost

K. Employee Time Off Award Expiration Date

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation code equals user designated center code
- Facility code equals user designated facility code if entered
- If D, E, F, G, or H is not zero

REPORT 315 LEAVE STATUS REPORT PAYROLL

PURPOSE: To provide a current pay period leave status for 1) all employees or 2) only employees in a use or lose leave status.

CONTENT: Either all active employees who have a leave balance or only employees in a use or lose leave status.

SEQUENCE: By Organization and SSN, by Organization and Name, by Name or by SSN.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 315                                    NASA PAYROLL AND PERSONNEL SYSTE                                 PAGE:
SEQUENCED BY:                                             INSTALLATION NAME                                        DATE:
                                                             FACILITY NAME                                         TIME:
                                                     LEAVE STATUS -  D
                                                    FOR LEAVE YEAR ENDING CC/CC/CCCC
                                                      PAY PERIOD ENDED aa/aa/aaaa


    ORG      SSN       EMPLOYEE NAME   FLSA -----------------ANNUAL LEAVE-----------------   -----------RESTORED LEAVE------------
                                            CEILING CAT USED-BW USED-YTD ADV-BAL  USE/LOSE   USED-BW  USED-YTD  BALANCE  USE/LOSE

     ----COMP TIME------ --CREDIT HOURS--      -------------SICK LEAVE-----------  ----MILITARY LEAVE----- ----NON-PD-LV--- DONATED
     BALANCE   RELIG-BAL     BALANCE           USED-BW USED-YTD  BALANCE  ADV-BAL    USED-YTD   DAYS-FYTD  USED-BW USED-YTD   LEAVE

   bbbbb  ccccccccc dddddddddd eeeeeeee  f   ggggg  h  iii.ii  jjjj.jj  kkkkk.kk lllll.ll    mmm.mm   nnnn.nn  oooo.oo   pppp.pp
     qqqq.qq    rrrr.rr      ssss.ss            ttt.tt  uuuu.uu  vvvv.vv  wwww.ww  xxxxxxxx.xx    yyyy.yy   zzz.zz  AAAA.AA  BBBB.BB

   bbbbb  ccccccccc dddddddddd eeeeeeee  f   ggggg  h  iii.ii  jjjj.jj  kkkkk.kk lllll.ll    mmm.mm   nnnn.nn  oooo.oo   pppp.pp
     qqqq.qq    rrrr.rr      ssss.ss            ttt.tt  uuuu.uu  vvvv.vv  wwww.ww  xxxxxxxx.xx    yyyy.yy   zzz.zz  AAAA.AA  BBBB.BB



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

a. Pay Period Ending Date
b. Organization: Assigned
c. SSN
d. Name: Last
e. Name: First
f. FLSA Pay Status
g. Annual Leave: Ceiling
h. Annual Leave: Category Code
i. Annual Leave: Used B/W
j. Annual Leave: Used YTD
k. Annual Leave: Advance Bal (Annual Leave Projection + Annual Leave: Earned Balance)
l. Annual Leave Use/Lose For Pay Plan = 'ES' or 'EX' and Annual Leave: SES Chg This Year = 'Y' = Greatest of: (k - Annual Leave: SES First Year - g or k - g (if ES and g > 720) or k - 720 (if ES and g < 720) (if > 0)
For other 'EX', zero
For all others = k - g (if > 0))
m. Restored Leave: Used B/W
n. Restored Leave: Used YTD
o. Restored Leave: Current Balance (Restored Leave: Hours Type A (1:3) + Restored Leave: Hours Type B (1:3) + Restored Leave: Hours Type C (1:3) - RL: Cum Dndt Hr (1:3) + RL: Cum Dndt Rtrn Hr (1:3) - Restored Leave: Used Cum)
p. Restored Leave: Current LY Balance Use/Lose (Same as 'o' but only include if the Restored Leave: Expir Date <= the current Leave-Year ending date)
q. Comp Time: Current Balance
r. Comp Time: Relig Balance
s. Credit Hours: Balance
t. Sick Leave: Used B/W
u. Sick Leave: Used YTD
v. Sick Leave: Balance
w. Sick Leave: Advance Balance
x. Military Leave: Used YTD Hours
y. Military Leave: Balance Days FYTD
z. LWOP/AWOL/SUSP: Used B/W
A. LWOP/AWOL/SUSP: Used YTD
B. Donated AL: Bal Available
C. Current Leave Year Ending Date
D. Literal based on Selection Criteria: Either 'All Employees' or 'Use or Lose Only'

SELECTION CRITERIA:
Includes all employees with the following criteria:
- Installation Code equals user designated Center Code
- Facility Code equals user designated Facility Code if entered

For All Employees Report
- All Active employees (Duty Status NE 'Z')

For Use or Lose Only Report
- All employees with a value greater than 0 for l or p

TTotals of all hour fields at the Directorate, DDivision, Section, and Organization Levels

REPORT NAB6188 **CFC TRANSACTION INTERFACE REPORT** PAYROLL

PURPOSE: To provide a listing of all CFC transactions processed through the batch CFC Interface.

CONTENT: All CFC transactions processed through the CFC Interface.

SEQUENCE: By SSN or Name.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: NAB6188                                NASA PERSONNEL AND PAYROLL SYSTEM                     PAGE:
SEQUENCED BY:                                             INSTALLATION NAME                             DATE:
                                                                                                        TIME:
                                                  CFC TRANSACTION INTERFACE REPORT
                                                           AS OF  MM/DD/YY

                    SSN         NAME / ERROR MESSAGE                                    CFC ORG       DED AMT

                 AAA-AA-AAAA    BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB            CCCCCCCCC       DDD.DD
                                F
                 AAA-AA-AAAA    BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB            CCCCCCCCC       DDD.DD
                                F
                 AAA-AA-AAAA    BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB            CCCCCCCCC       DDD.DD
                                F
                 AAA-AA-AAAA    BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB            CCCCCCCCC       DDD.DD
                                F
                 AAA-AA-AAAA    BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB            CCCCCCCCC       DDD.DD
                                F

                                                                                               ---------------
                                   TOTAL                                                        EEEEEEEEEE.EE










                                                  SUBJECT TO PRIVACY ACT OF 1974
```

A. SSN

B. Employee Name (Last,First,MI,Gen)

C. CFC: Agency Code

D. CFC: Requested Deduction

E. Total of D

F. Error Message (*** messages only)

REPORT DELETED 20010012- RLSE 8.2

REPORT 456 **NEBA BIWEEKLY SUMMARY** PAYROLL

PURPOSE: To provide a report summarizing NEBA activity for the selected pay period.
A data tape will be created for the Home Life Financial Assurance Co.

CONTENT: All employees enrolled in the NEBA program.

SEQUENCE: Center, Employee Name, SSN.

```
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 456                                   NASA PERSONNEL AND PAYROLL SYSTEM                              PAGE:
SEQUENCE BY SSN                                         INSTALLATION NAME                                       DATE:
                                                      NEBA BIWEEKLY SUMMARY                                     TIME:
                                                   PAY PERIOD ENDING MM/DD/YY

        NAME                     SSN      AGE   BASIC  SPO OPT  BASIC  SPOUSE  OPTNL ----TRAVEL----   TOTAL   LWOP    CHPT SMKR
                                                COVER   COVER    DED     DED    DED  COV SPO  DED      DED   SINCE     DEP IND
                                                       * 1000                        * 1000
HAMPTON, DAVID K. JR          111-11-1111 25  1000000 25 100 100.00  100.00  100.00 100   10 400.00 1000.00 11/26/90 12/12/90 Y


AAAAAAAAAAAAAAAAAAAAAAAAAAAAA BBB-BB-BBBB CC  DDDDDDD EE FFF GGG.GG  HHH.HH  III.II VVV  WW XXX.XX JJJJ.JJ KK/KK/KK LL/LL/LL M







TOTAL EMPLOYEES                  N
TOTAL NEBA BASIC COVERAGE        O
TOTAL NEBA SPOUSE COVERAGE       P
TOTAL NEBA OPTIONAL COVERAGE     Q
TOTAL NEBA BASIC DEDUCTION       R
TOTAL NEBA SPOUSE DEDUCTION      S
TOTAL NEBA OPTIONAL DEDUCTION    T
TOTAL NEBA TRAVEL DEDUCTION      Y
TOTAL NEBA DEDUCTED              U







                                                  SUBJECT TO PRIVACY ACT OF 1974_
```

A. Employee Name
B. SSN
C. NEBA: Age
D. NEBA: Basic Coverage Hist
E. NEBA spouse coverage (face) amount extracted from the NEBA-TABLE 10000,15000,20000, 25000
F. NEBA: Optional Units Hist * 25000
G. NEBA: Basic B/W Hist
H. NEBA: Spouse B/W Hist
I. NEBA: Optional B/W Hist
J. NEBA: Total B/W Hist
K. Date employee entered LWOP status If Duty Status = L, show effective date of most recent NOAC 460; else leave blank. If Duty Status = M, show effective date of most recent NOAC 473; else leave blank
L. Chapter departure indicator If NOAC 3*** in current pay period, then print termination date from PAY-HISTORY If NOAC 721T in current pay period, then print "CHPT CHG"; else blank
M. NEBA: Smoker Indicator Hist
N. Count of employees enrolled
O. Sum of D
P. Sum of E
Q. Sum of F
R. Sum of G
S. Sum of H
T. Sum of I
U. Sum of J
V. If NEBA Travel: Cvrg Code Hist = 1 = 25000 If NEBA Travel: Cvrg Code Hist = 2 = 50000
If NEBA Travel: Cvrg Code Hist = 3 = 100000
W. If NEBA Travel: Spouse Cvrg Ind Hist =2 = 10000
X. NEBA Travel: Cur Ded Hist
Y. Sum of X

SELECTION CRITERIA:

- Installation equals user designated center code
- Pay Period Ending Date Hist equals user input date
- NEBA: Basic Code Hist = "Y" for the requested pay period or NEBA Travel: Plan Code Hist not = blank
Hist = "Y" for the requested pay period

REPORT 419 W-2 CHECKLIST PAYROLL

PURPOSE: To be used to insure the correctness of the Payroll Data for W-2 Form.

CONTENT: Detailed employee earnings and taxes information. **Report can be produced for Center and agency totals only.**

SEQUENCE: Employee Name or SSN or Pay Block: Processing, Name or Pay Block: Processing, SSN.

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                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 419                                  NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                          INSTALLATION NAME                                               DATE:
TAX YEAR: AAAA
BLOCK: BB

                                                           W-2 CHECKLIST
                                                          AS OF MM/DD/YY

    SSN              NAME               ADJ GROSS    STATE TXBL  ST  CITY TXBL    CITY   FICA WAGES   HIT WAGES      TSP DED
                                        FEDRL TAX    STATE TAX       CITY TAX            FICA TAX     HIT TAX        EIC
                                                                                                                     TAX E FEHB
                                                                                                                     TAX E TFBP
                                                                                                                     FSA HC
                                                                                                                     FSA DC

123-45-6789  LAVENDER, CHARLES E., JR.  100,000.00   100,000.00  CA  100,000.00   003    100,000.00   100,000.00     10,000.00
                                         10,000.00    10,000.00       10,000.00           10,000.00    10,000.00     10,000.00
                                                     100,000.00  MD  100,000.00   001                                10,000.00
                                                      10,000.00       10,000.00                                      10,000.00
                                                                                                                     10,000.00
                                                                                                                     10,000.00

CCC-CC-CCCC  DDDDDDDDDDDDDDDDDDDDDDDDD  EEE,EEE.EE   FFF,FFF.FF  GG  HHH,HHH.HH   III    JJJ,JJJ.JJ   KKK,KKK.KK     LL,LLL.LL
                                         MM,MMM.MM    NN,NNN.NN       OO,OOO.OO           PP,PPP.PP    QQ,QQQ.QQ     RR,RRR.RR
                                                     SSS,SSS.SS  TT  UUU,UUU.UU   VVV                                &A,AAA.AA
                                                      WW,WWW.WW       XX,XXX.XX                                      &D,DDD.DD
                                                                                                                     &G,GGG.GG
                                                                                                                     $H,HHH.HH




                                                  SUBJECT TO PRIVACY ACT OF 1974
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                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 419                                  NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                          INSTALLATION NAME                                               DATE:
TAX YEAR: AAAA
BLOCK: BB

                                                          W-2 CHECKLIST
                                                          AS OF MM/DD/YY

    SSN              NAME               ADJ GROSS    STATE TXBL  ST  CITY TXBL    CITY   FICA WAGES   HIT WAGES      TSP DED
                                        FEDRL TAX    STATE TAX       CITY TAX            FICA TAX     HIT TAX        EIC
                                                                                                                     TAX E FEHB
                                                                                                                     TAX E TFBP
                                                                                                                     FSA HC
                                                                                                                     FSA DC

**** PAYBLOCK          BB TOTALS
ADJ   GROSS       YY,YYY,YYY.YY
FEDERAL TAX       ZZ,ZZZ,ZZZ.ZZ
STATE  TXBL  aa   bb,bbb,bbb.bb
STATE   TAX  aa   cc,ccc,ccc.cc
CITY   TXBL  ddd  ee,eee,eee.ee
CITY    TAX  ddd  ff,fff,fff.ff
FICA  WAGES       gg,ggg,ggg.gg
FICA    TAX       hh,hhh,hhh.hh
HIT   WAGES       ii,iii,iii.ii
HIT     TAX       jj,jjj,jjj.jj
TSP  DEDUCT       kk,kkk,kkk.kk
EIC               ll,lll,lll.ll
TAX E FEHB        &B,BBB,BBB.BB
TAX E TFBP        &E,EEE,EEE.EE
FSA HC            &I,III,III.II
FSA DC            &J,JJJ,JJJ.JJ
                                                  SUBJECT TO PRIVACY ACT OF 1974
                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 419                                  NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                          INSTALLATION NAME                                               DATE:
TAX YEAR: AAAA
BLOCK: BB
                                                          W-2 CHECKLIST
                                                          AS OF MM/DD/YY

    SSN              NAME               ADJ GROSS    STATE TXBL  ST  CITY TXBL    CITY   FICA WAGES   HIT WAGES      TSP DED
                                        FEDRL TAX    STATE TAX       CITY TAX            FICA TAX     HIT TAX        EIC
                                                                                                                     TAX E FEHB
                                                                                                                     TAX E TFBP
                                                                                                                     FSA HC
                                                                                                                     FSA DC

**** CENTER TOTALS
ADJ   GROSS        mm,mmm,mmm.mm
FEDERAL TAX        nn,nnn,nnn.nn
STATE  TXBL  aa    pp,ppp,ppp.pp
STATE   TAX  aa    qq,qqq,qqq.qq
CITY   TXBL  ddd   ss,sss,sss.ss
CITY    TAX  ddd   tt,ttt,ttt.tt
FICA  WAGES        uu,uuu,uuu.uu
FICA    TAX        vv,vvv,vvv.vv
HIT   WAGES        ww,www,www.ww
HIT     TAX        xx,xxx,xxx.xx
TSP  DEDUCT        yy,yyy,yyy.yy
EIC                zz,zzz,zzz.zz
TAX E FEHB         &C,CCC,CCC.CC
TAX E TFBP         &F,FFF,FFF.FF
FSA HC             &K,KKK,KKK.KK
FSA DC             &L,LLL,LLL.LL
                                                  SUBJECT TO PRIVACY ACT OF 1974
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                                                  SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 419                                  NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                          INSTALLATION NAME                                               DATE:
TAX YEAR: AAAA
BLOCK: BB
                                                          W-2 CHECKLIST
                                                          AS OF MM/DD/YY

    SSN              NAME               ADJ GROSS    STATE TXBL  ST  CITY TXBL    CITY   FICA WAGES   HIT WAGES      TSP DED
                                        FEDRL TAX    STATE TAX       CITY TAX            FICA TAX     HIT TAX        EIC
                                                                                                                     TAX E FEHB
                                                                                                                     TAX E TFBP
                                                                                                                     FSA HC
                                                                                                                     FSA DC


**** AGENCY TOTALS:
ADJ   GROSS       Am.Total of m
FEDERAL TAX       An.Total of n
STATE  TXBL  aa   Ap.Total of p
STATE   TAX  aa   Aq.Total of q
CITY   TXBL  ddd  As.Total of s
CITY    TAX  ddd  At.Total of t
FICA  WAGES       Au.Total of u
FICA    TAX       Av.Total of v
HIT   WAGES       Aw.Total of w
HIT     TAX       Ax.Total of x
TSP  DEDUCT       Ay.Total of y
EIC               Az.Total of z
TAX E FEHB        Ac Total of &C
TAX E TFBP        Ad Total of &F
FSA HC            Ae Total of &K
FSA DC            Af Total of &L

                                                  SUBJECT TO PRIVACY ACT OF 1974
```

REPORT 419 W-2 CHECKLIST DATA ELEMENTS

A. Tax year
B. Pay Block: Processing
C. SSN
D. Employee Name (Last, First, MI, Gen)
E. Adjusted Gross Earnings = Gross Earnings: YTD - Award Gross Amount (if Award ICB Category Code = 'R') + PCS: Earnings Subj Tax YTD - TSP: YTD - EMPL FEHB TAX EX FED YTD AMT (includes SLR) - TSP CATCHUP: YTD DED AMT – FSA HC: FED YTD DED – FSA DC: FED YTD DED
F. State Txbl = State Tax: Erngs YTD + PCS: Earnings Subj St Tax YTD (includes SLR)
G. State Code
H. City Txbl = Local Tax Entity: YTD Earn + PCS: Earnings Subj City Tax YTD (includes SLR)
I. City Code
J. FICA Earnings: YTD (include SLR)
K. HIT Earnings: YTD (include SLR)
L. TSP: Deduction YTD + TSP CATCHUP: YTD DED AMT
M. Federal Tax = Federal Tax: YTD + PCS: Federal Tax Withheld YTD
N. State Tax = State Tax: YTD + PCS: State Tax Withheld YTD
O. City Tax = City Tax: YTD + PCS: City Tax Withheld YTD
P. FICA Tax: Deduction YTD
Q. HIT Tax: Deduction YTD
R. EIC YTD
S. Former State Txbl State Tax: Former Earnings YTD + PCS: Frmr Earn Subj St Tax YTD
T. State Tax: Former Code YTD
U. Former City Txbl = City Tax: Former Earnings YTD + PCS: Frmr Ern Subj City Tax YTD
V. City Tax: Former Code YTD
W. Former State Tax = State Tax: Former W/H YTD + PCS: Frmr W/H Subj St Tax YTD
X. Former City Tax = City Tax: Former W/H YTD + PCS: Frmr W/H Subj City Tax YTD
&A TAX-E-FEHB
&D TFBP FED YTD AMT
&G. FSA HC: FED YTD DED
&H. FSA DC: FED YTD DED

PAYBLOCK TOTALS:	CENTER TOTALS:	AGENCY TOTALS:
Y. Total of E	m. Total of Y	Am.Total of m
Z. Total of M	n. Total of Z	An.Total of n
a. State Code	p. Total of b	
b. Total of (F + S) for	q. Total of c	Ap.Total of p
each State Code	s. Total of e	Aq.Total of q
c. Total of (N + W) for	t. Total of f	Ar. City Code
each State Code	u. Total of g	As.Total of s
d. City Code	v. Total of h	At.Total of t
e. Total of (H + U) for	w. Total of i	Au.Total of u
each City Code	x. Total of j	Av.Total of v
f. Total of (O + X) for	y. Total of k	Aw.Total of w
each City Code	z. Total of l	Ax.Total of x
g. Total of J	&C. Total of &B	Ay.Total of y
h. Total of P	&F. Total of &E	Az.Total of z
i. Total of K	&K. Total of &I	Ac Total of &C
j. Total of Q	&L. Total of &J	Ad. Total of &F
k. Total of L		Ae. Total of &K
l. Total of R		Af. Total of &L
&B. Total of &A		
&E. Total of &D		
&I. Total of &G		
&J. Total of &H		

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Installation Code equals user designated Installation code:
- Gross Earnings: YTD > 0
- FICA: EARNINGS YTD > 0
- HIT: EARNINGS YTD > 0

REPORT 419 W-2 CHECKLIST – NON-PERSONNEL ACTION CASH AWARDS

PAYROLL

PURPOSE: To be used to insure the correctness of the Payroll Data for W-2 Form.

CONTENT: Detailed employee earnings and taxes information.

SEQUENCE: Award Recipient SSN or Award Recipient Name.

```
                                                    SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 419                                    NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
SEQUENCED BY:                                             INSTALLATION NAME                                              DATE:
TAX YEAR: AAA
BLOCK: BB
                                                            W-2 CHECKLIST
                                                    NON-PERSONNEL ACTION CASH AWARDS
                                                            AS OF MM/DD/YY

SSN              NAME                     ADJ GROSS      STATE TXBL  ST      CITY TXBL  CITY     FICA WAGES    HIT WAGES    TSP DED
                                          FEDRL TAX       STATE TAX           CITY TAX             FICA TAX      HIT TAX    EIC

123-45-6789  LAVENDER, CHARLES E., JR.    100,000.00     100,000.00  CA    100,000.00    003     100,000.00   100,000.00   10,000.00
                                           10,000.00      10,000.00         10,000.00             10,000.00    10,000.00   10,000.00
                                                         100,000.00  MD    100,000.00    001
                                                          10,000.00         10,000.00

CCC-CC-CCCC  DDDDDDDDDDDDDDDDDDDDDDDDD    EEE,EEE.EE     FFF,FFF.FF  GG    HHH,HHH.HH    III     JJJ,JJJ.JJ   KKK,KKK.KK   LL,LLL.LL
                                           MM,MMM.MM      NN,NNN.NN         OO,OOO.OO             PP,PPP.PP    QQ,QQQ.QQ   RR,RRR.RR
                                                         SSS,SSS.SS  TT    UUU,UUU.UU    VVV
                                                          WW,WWW.WW         XX,XXX.XX

CENTER TOTALS:                                   AGENCY TOTALS:
ADJ   GROSS       mm,mmm,mmm.mm                  A,mmA,mAm,AmA.mA
FEDERAL TAX       nn,nnn,nnn.nn                  A,nnA,nAn,AnA.nA
STATE  TXBL  oo   pp,ppp,ppp.pp                  A,ppA,pAp,ApA.pA
STATE   TAX  oo   qq,qqq,qqq.qq                  A,qqA,qAq,AqA.qA
CITY   TXBL  rrr  ss,sss,sss.ss                  A,ssA,sAs,AsA.sA
CITY    TAX  rrr  tt,ttt,ttt.tt                  A,ttA,tAt,AtA.tA
FICA  WAGES       uu,uuu,uuu.uu                  A,uuA,uAu,AuA.uA
FICA    TAX       vv,vvv,vvv.vv                  A,vvA,vAv,AvA.vA
HIT   WAGES       ww,www,www.ww                  A,wwA,wAw,AwA.wA
HIT     TAX       xx,xxx,xxx.xx                  A,xxA,xAx,AxA.xA
TSP  DEDUCT                                      A,zzA,zAz,AzA.zA
EIC

GRAND TOTALS:                                    AGENCY GRAND TOTALS:
ADJ   GROSS       1                              A,1A1,A1A,1A1.A1
FEDERAL TAX       2                              A,2A2,A2A,2A2.A2
STATE  TXBL  33   4                              A,4A4,A4A,4A4.A4
STATE   TAX       5                              A,5A5,A5A,5A5.A5
CITY   TXBL  666  7                              A,7A7,A7A,7A7.A7
CITY    TAX       8                              A,8A8,A8A,8A8.A8
FICA  WAGES       9                              A,9A9,A9A,9A9.A9
FICA    TAX      10                              A,10A,10A,10A.10
HIT   WAGES      11                              A,11A,11A,11A.11
HIT     TAX      12                              A,12A,12A,12A.12
TSP  DEDUCT      13                              A,13A,13A,13A.13
EIC              14                              A,14A,14A,14A.14



                                                       SUBJECT TO PRIVACY ACT OF 1974
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REPORT 419 W-2 CHECKLIST

DATA ELEMENTS

A. Tax year
C. Award Recipient SSN
D. Award Recipient Name (Last, First, MI, Gen)
E. Award Gross Amount
F. Award Gross Amount for each state if Award State Tax Code not = blank
G. Award State Tax Code
H. Award Gross Amount for each city if Award City Tax Code not = blank
I. Award City Tax Code
J. Award OASDI Earnings Amount
K. Award HIT Earnings Amount
M. Award Federal Tax Deduction Amount
N. Award State Tax Deduction Amount
O. Award City Tax Deduction Amount
P. Award OASDI Deduction Amount
Q. Award HIT Deduction Amount

CENTER TOTALS:
m. Total of E
n. Total of M
o. State Code
p. Total of F by State
q. Total of N by State
r. City Code
s. Total of H by City
t. Total of O by City
u. Total of J
v. Total of P
w. Total of K
x. Total of Q

AGENCY TOTALS:
Am.Total of m
An.Total of n
Ao.Total of o
Ap.Total of p
Aq.Total of q
Ar. City Code
As.Total of s
At.Total of t
Au.Total of u
Av.Total of v
Aw.Total of w
Ax.Total of x
Ay.Total of y
Az.Total of z
Ac Total of &C

GRAND TOTALS
1. Total of m
2. Total of n
3. State Code
4. Total of p by State
5. Total of q by State
6. City Code
7. Total of s by City
8. Total of t by City
9. Total of u
10. Total of v
11. Total of w
12. Total of x
13. Total of y
14. Total of z

AGENCY GRAND TOTALS:
A1.Total of 1
A2.Total of 2
A4.Total of 4
A5.Total of 5
A7.Total of 7
A8.Total of 8
A9.Total of 9
A10.Total of 10
A11.Total of 11
A12.Total of 12
A13.Total of 13
A14.Total of 14

SELECTION CRITERIA:

Includes all Non-Personnel Action Cash Awards with the following criteria:

- Installation Code equals user designated Installation code:
- Award Payroll Update Indicator = blank or Award ICB Category Code ≠ 'R'

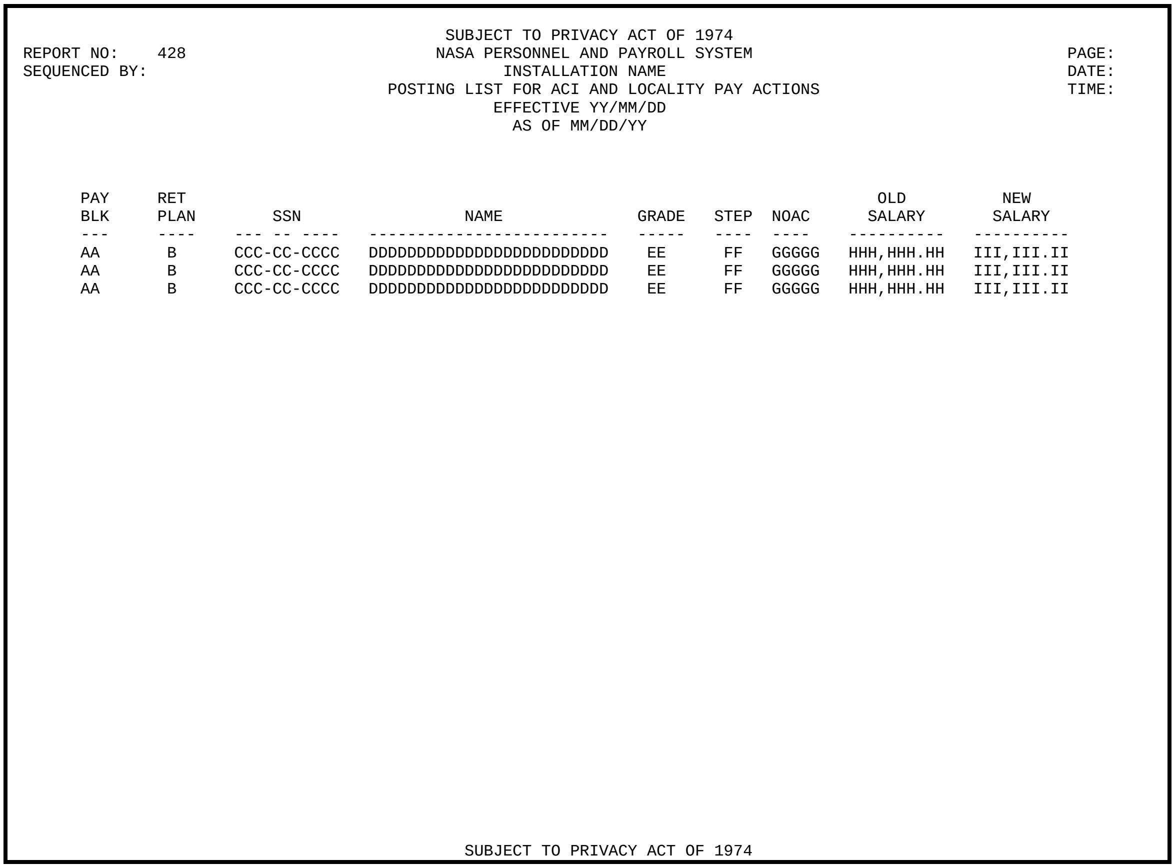
REPORT 428 POSTING LIST FOR ACI AND LOCALITY PAY ACTIONS

PAYROLL

PURPOSE: List all employees who received an ACI or Locality Pay for the requested effective date to be used in the posting of the retirement cards.

CONTENT: All active employees who received an ACI or Locality Pay adjustment for the requested effective date.

SEQUENCE: Pay Block, Retirement Plan, Name, NOAC or Pay Block, Retirement Plan, SSN, NOAC or Retirement Plan, Name, NOAC or Retirement Plan, SSN, NOAC.



```
                                            SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    428                          NASA PERSONNEL AND PAYROLL SYSTEM                                 PAGE:
SEQUENCED BY:                                     INSTALLATION NAME                                          DATE:
                                      POSTING LIST FOR ACI AND LOCALITY PAY ACTIONS                          TIME:
                                                 EFFECTIVE YY/MM/DD
                                                   AS OF MM/DD/YY


      PAY     RET                                                                       OLD          NEW
      BLK     PLAN        SSN                 NAME              GRADE   STEP  NOAC      SALARY       SALARY
      ---     ----    --- -- ----   -------------------------   -----   ----  ----    ----------   ----------
      AA       B      CCC-CC-CCCC   DDDDDDDDDDDDDDDDDDDDDDDDD    EE      FF   GGGGG   HHH,HHH.HH   III,III.II
      AA       B      CCC-CC-CCCC   DDDDDDDDDDDDDDDDDDDDDDDDD    EE      FF   GGGGG   HHH,HHH.HH   III,III.II
      AA       B      CCC-CC-CCCC   DDDDDDDDDDDDDDDDDDDDDDDDD    EE      FF   GGGGG   HHH,HHH.HH   III,III.II













                                              SUBJECT TO PRIVACY ACT OF 1974
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A. Pay Block
B. Retirement Plan New
C. SSN
D. Employee Name
E. Grade: Current New
F. Step New
G. Nature Of Action: Code 1 Hist
H. Old Empl Adj Basic Pay Amt + Old Empl AUO Anl Amt + Availability Pay: Annual Amt Old
I. New Empl Adj Basic Pay Amt + New Empl AUO Anl Amt + Availability Pay: Annual Amt New

SELECTION CR ITERIA:

- Installation code equals user designated center code
- Nature of Action: Code 1 Hist equals 894 or 895
- Effective Date equals user input date

REPORT 457 CHILD SUPPORT ENFORCEMENT PROGRAM BIWEEKLY NEW PAYROLL HIRE REPORT

PAYROLL

PURPOSE: To provide a report of new hires and a dataset of new hires to be transmitted to the Office of Child Support Enforcement Program, Department of Health and Human Resources.

CONTENT: All employees hired during the selected pay period.

SEQUENCE: Employee SSN within Center.

```
                                            SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    457                          NASA PERSONNEL AND PAYROLL SYSTEM                                PAGE:
SEQUENCED BY: SSN                                HYPERSTATION CENTER                                        DATE:
                             CHILD SUPPORT ENFORCEMENT PROGRAM BIWEEKLY NEW PAYROLL HIRE REPORT             TIME:
                                            FOR YYYY/MM/DD THRU YYYY/MM/DD


               EMPLOYEE                     EMPLOYEE                      ENTER ON DUTY
     SSN       NAME                         HOME ADDRESS                      DATE

     AAAAAAAA  BBBBBBBBBBBBBBBBBBBB         CCCCCCCCCCCCCCCCCCCCCCCCCC        DDDDDDDD




















                                                       SUBJECT TO PRIVACY ACT OF 1974
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A. Employee SSN
B. Employee Name
C. Employee Address
   Address Line 1 – NPS2-ADDRESS-FILE.ADDR-HOME-1
   Address Line 2 – NPS2-ADDRESS-FILE.ADDR-HOME-2
   CITY, STATE, ZIP
D. Enter on Duty Date YYYY/MM/DD

SELECTION CRITERIA:

- Installation equals user designated center code
- Enter on Duty Date between user designated beginning date and user designated end date. (Default is current pay period beginning and end dates.)

REPORT 458 **CHILD SUPPORT ENFORCEMENT PROGRAM QUARTERLY WAGE REPORT** PAYROLL

PURPOSE: To provide a report of quarterly wages and employee count per center. A dataset containing all employees with QTD wages greater than zero is also created for transmission to the Office of Child Support Enforcement Agency, Department of Health and Human Services.

CONTENT: All employees with QTD wages > 0 for the selected quarter.

SEQUENCE: By employee SSN within selected Quarter Ending Date by Center.

```
                                            SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    458                          NASA PERSONNEL AND PAYROLL SYSTEM                                 PAGE:
                                                JOHSON SPACE CENTER/ARXB                                     DATE:
                             CHILD SUPPORT ENFORCEMENT PROGRAM QUARTERLY WAGE  REPORT                        TIME:
                                            FOR QUARTER ENDING YYYY/MM/DD


EMPLOYEE COUNT = AAA        QUARTERLY WAGES FOR CENTER =  BBBBBBBB
                  111                                    234567.89





















                                                       SUBJECT TO PRIVACY ACT OF 1974
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A. Count of employees in selected center with HIT EARN QTD >0 for selected quarter
B. Total employees' QTD wages in selected center for selected quarter

SELECTION CRITERIA:
- Installation equals user designated center code
- Pay period ending date equal to quarter ending date selected on parameter screen.

REPORT 460A **LONG TERM CARE BILLING FILE LISTING** PAYROLL

PURPOSE: To produce a listing from the incoming Billing file(s) including error messages.

CONTENT: Employee, Spouse and Dependent requested premiums for LTC.

Error messages if incoming requested premiums cannot be processed.

SEQUENCE: By Center, SSN. Break for Center

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 460A                                  NASA PERSONNEL AND PAYROLL SYSTEM                          PAGE:
                                                        INSTALLATION NAME                                   DATE:

                                            LONG TERM CARE BILLING FILE LISTING

                                                  PAY PERIOD ENDING JJ/JJ/JJJJ

AGNECY LOCATION CODE: DDDDDDDD
EFFECTIVE DATE: CCCCCCCCCC
                                     ***** REQUESTED PREMIUMS ******
SSN        EMPLOYEE NAME             EMPLOYEE SPOUSE  DEPEND   TOTAL     ERROR MESSAGE
 A         B                          E        F       G        H         I
 A         B                          E        F       G        H         I
 A         B                          E        F       G        H         I






                                                  SUBJECT TO PRIVACY ACT OF 1974
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A. SSN
B. Employee Name (Last, First, MI)
C. Effective Date (Pay Period Beginning)
D. Agency Location Code
E. LTC BW Empl Premium (from the incoming billing file)
F. LTC BW Spouse Premium (from the incoming billing file)
G. LTC BW Dependent Premium (from the incoming billing file)
H. E + F + G
I. Error Message
 * Error Messages include:
 - '***NO MATCH ON CNTR/SSN - NO DEDUCT' #PAY-CENTER Installation SSN (The incoming SSN / ALC (Center) combination is not valid) Only records with bad combinations are not processed; all other records for this center will process.
 - 'TOTALED PREMS NOT EQUAL INCOMING TOT PREM' #TOTAL-PREMIUM-ERROR
 (The incoming Total Premium is not equal to the sum of the individual premiums for an employee) The deduction will be taken using the sum of the individual premiums.

J. Pay Cntl: Current PP Ending Date MM/DD/YYYY

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Agency Location Code on incoming datasets = user designated center code translation from TINSALL table
- Effective Date on imcoming datasets = Current PP Beginning Date from CTLPAY Screen

REPORT 465 Long Term Care Payment File Listing

PURPOSE: To produce a listing of the LTC Payment file to Treasury.

CONTENT: Employee, Spouse and Dependent LTC Deduction totals and record count from the payment records.

SEQUENCE: By Center, SSN. Center total will be at the bottom of each center's detail/remittance pages. Agency totals will be on a separate page.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  465                                NASA PERSONNEL AND PAYROLL SYSTEM                                               PAGE:
Schedule Number: AAAAAA                                INSTALLATION NAME                                                       DATE:
Julian Date: YYYMM                             LONG TERM CARE PAYMENT FILE LISTING                                             TIME:
ALC: BBBBBBBB                                     PAY PERIOD ENDING DATE:YYYYMMDD


SSN        NAME                                      LTC PAYMENTS

CCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD        EEEEEEEE.EE    IIIIIIIIII

Center Payment Record Amount:                         FFFFFFFF.FF

-------------------------------------separate page -----------------------------------------------------------------------------

Agency Total Payment Amount/Count:                  GGGGGGGGGG.GG    HHHHHHHHHH





                                                 SUBJECT TO PRIVACY ACT OF 1974
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DATA ELEMENTS:

A. Schedule Number (P + CTLPAY Year (derived Fiscal Year) + Pay Period Number + C example: P0211C)

B. ALC (Agency Location Code) from TINSTALL (will be absent from Agency page)

C. SSN

D. Employee Name (First MI Last)

E. Total of (LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction – these names are used to represent the amounts from the dataset created, this report will not read the NPPS database)

F. Total of E by Center

G. Total of F for the Agency

H. Count of all Payment records for all Centers.

I. Count of Payment records for each Center.

* PAY PERIOD ENDING DATE will be the Pay Period Ending Date of Marshall Space Flight Center (6200).

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- LTC Deductions greater than zero (LTC BW EMPL DEDUCTION + LTC BW SPOUSE DEDUCTION + LTC BW DEPENDENT DEDUCTION > 0)

REPORT 466 LONG TERM CARE PREMIUMS AND DEDUCTIONS REPORT PAYROLL

PURPOSE: To provide a record of the long term care (LTC) biweekly premiums requested by the provider and actual long term care biweekly deductions from payroll, including YTD information.

CONTENT: All employees for which a long term care deduction was requested by the provider. Long term care deductions shown for employee, spouse, and dependent(s).

SEQUENCE: Selective by center. Totals by center and agency. Center and Agency totals will appear on separate pages.

```
                                         SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  466                        NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
                                               aaaaaaaaaaaaaaaaaa                                             DATE:
                                     LONG TERM CARE PREMIUMS AND DEDUCTIONS                                   TIME:
                                                  AS OF MM/DD/YY

                                                     BILLING FILE REQUESTED PREMIUMS           PAYROLL DEDUCTION
 PB SSN       NAME                              EMPLOYEE   SPOUSE   DEPENDENT   TOTAL       BIWEEKLY          YTD
 AA BBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC D,DDD.DD  E,EEE.EE  F,FFF.FF GGG,GGG.GG    HHH,HHH.HH    II,III,III.II


Center Totals:                              BILLING FILE        BIWEEKLY              YTD
                                           REQUESTED PREM      DEDUCTIONS          DEDUCTIONS
                             EMPLOYEE      JJ,JJJ,JJJ.JJ       PP,PPP,PPP.PP
                             SPOUSE        KK,KKK,KKK.KK       QQ,QQQ,QQQ.QQ
                             DEPENDENTS    LL,LLL,LLL.LL       RR,RRR,RRR.RR
                                           -------------    ----------------    ----------------
                             TOTAL         MM,MMM,MMM.MM       NN,NNN,NNN.NN       OO,OOO,OOO.OO

Agency Totals:                            BILLING FILE          BIWEEKLY              YTD
                                         REQUESTED PREM        DEDUCTIONS          DEDUCTIONS
                             EMPLOYEE   J,JJJ,JJJ,JJJ.JJ    P,PPP,PPP,PPP.PP
                             SPOUSE     K,KKK,KKK,KKK.KK    Q,QQQ,QQQ,QQQ.QQ
                             DEPENDENTS L,LLL,LLL,LLL.LL    R,RRR,RRR,RRR.RR
                                        ----------------    ----------------    ----------------
                             TOTAL      M,MMM,MMM,MMM.MM    N,NNN,NNN,NNN.NN    O,OOO,OOO,OOO.OO

                                                  SUBJECT TO PRIVACY ACT OF 1974
```

a. Installation: Name
A. Payblock: Processing
B. SSN
C. Employee Name (Name: Last, Name: First, Name: Middle, Name: Genealogical Suffix)
D. LTC BW Empl Premium
E. LTC BW Spouse Premium
F. LTC BW Dependent Premium
G. Total of D + E + F
H. Total of: LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction
I. Total of: LTC YTD Empl Deduction + LTC YTD Spouse Deduction + LTC YTD Dependent Deduction

Center Totals: (printed on separate page)
J. Total of D, for requested center.
K. Total of E, for requested center.
L. Total of F, for requested center.
M. Total of J + K + L, for requested center.
N. Total of H, for requested center.
O. Total of I, for requested center.
Q. Total of LTC BW EMPL DEDUCTION, for requested center.

R. Total of LTC BW SPOUSE DEDUCTION, for requested center.
S. Total of LTC BW DEPENDENT DEDUCTION, for requested center.

Agency Totals: (printed on separate page).

J. Total of D, for agency, or for requested centers.
K. Total of E, for agency, or for requested centers.
L. Total of F, for agency, or for requested centers.
M. Total of J + K + L, for agency, or for requested centers.
N. Total of H, for agency, or for requested centers.
O. Total of I, for agency, or for requested centers.
P. Total of LTC BW EMPL DEDUCTION, for agency, or for requested centers.
Q. Total of LTC BW SPOUSE DEDUCTION, for agency, or for requested centers.
R. Total of LTC BW DEPENDENT DEDUCTION, for agency, or for requested centers.

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any LTC premium amount greater than zero, whether a deduction was taken or not.
- Any LTC deduction amount greater than zero, whether a premium was requested via the incoming billing file or not.

REPORT 468 **Long Term Care Status File Listing** PAYROLL

PURPOSE: To produce a listing of the LTC Status file that is sent to the insurance carrier.

CONTENT: List of employees who had LTC premiums requested but deductions were not taken.

SEQUENCE: By Center, SSN.

```
                                                   SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  468                                  NASA PERSONNEL AND PAYROLL SYSTEM                                      PAGE:
                                                         INSTALLATION NAME                                              DATE:
                                                   LONG TERM CARE STATUS FILE LISTING                                   TIME:

                                                   PAY PERIOD ENDING:  AAAAAAAAAA


SSN         NAME                                  EMPLOYEE  REASON  NOAC  PERS MAT DTE   PERS EFF DTE  REASON
                                                  LOCATION   CODE

CCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD      EEEEEEEE     F    GGGG    HHHHHHHH      JJJJJJJJ     IIIIIIIIIIIIIIIIIIIIIIII

CCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD      EEEEEEEE     F    GGGG    HHHHHHHH      JJJJJJJJ     IIIIIIIIIIIIIIIIIIIIIIII










                          SUBJECT TO PRIVACY ACT OF 1974
```

DATA ELEMENTS:

A. Pay Cntl: Current PP Ending Date MM/DD/YYYY
C. Employee SSN
D. Employee Name (Last, First, MI, Gen)
E. Payroll Office Number
F. Change Reason Code
G. Nature of Action: Code 1 Hist
H. Mature Date from History
I. Status Change Reason
  D = Death (NOAC 350)
  L = Leave of absence (NOAC 430, 450, 452, 460, 471, 472, 473, 480)
  R = Retired with annuity (NOAC 300, 301, 302, 303, 304, 312)
  S = Retired without annuity (This code will not be used; not applicable to NASA)
  T = Separated from service (NOAC 317, 352, 353, 355, 356, 357, 385, 390, 330)
  X = Transfer out (NOAC 721T)
  I = Insufficient funds
  U = Unrecognized SSN
  O = Other (change to direct billing)

J. Effective Date of transaction from Personnel History

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any LTC billing file requested premium amount greater than zero, but no payroll deduction was taken.

Notes:

There will be two blank lines between the headings and the first line of data and one blank line between each subsequent line of data.

REPORT 470 COMP TIME EXTENSIONS PAYROLL

PURPOSE: To provide a record of the automatic extensions of comp time that is forfeiting in the current pay period.

CONTENT: All employees active for pay that have comp time forfeiting in the current pay period.

SEQUENCE: By center, then SSN.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:   470                                NASA PERSONNEL AND PAYROLL SYSTEM
         PAGE:
SEQUENCE BY: SSN                                       INSTALLATION NAME
         DATE:
                                                      aaaaaaaaaaaaaaaaaa
         TIME:
                                                  COMP TIME EXTENSIONS REPORT
                                                        AS OF MM/DD/YY

                                                ORIG        EXTEND   EXTEND     CT
                                                FORF         THRU     YEAR    EARNED    EARN    EARN
PB SSN       NAME                               DATE         DATE      PP      DATE     HOURS   RATE

AA BBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC  DD/DD/DD D EE/EE/EE  FFFFFF  GG/GG/GG  HHH.HH  III.II



                                                  SUBJECT TO PRIVACY ACT OF 1974
```

a. Installation: Name
A. Payblock: Processing
B. SSN
C. Employee Name (Name: Last, Name: First, Name: Middle, Name: Genealogical Suffix)
D. EMPL EXTND CT ORGNL FRFTD DATE (shown as YY/MM/DD)
E. EMPL EXTND CT THRU DATE (shown as YY/MM/DD)
F. EMPL EXTND YEAR PAY PRD (shown as YYYYPP. YYYY = year, PP = pay period)
G. EMPL EXTND CT EARN DATE (shown as YY/MM/DD)
H. EMPL EXTND CT HRS QTY
I. EMPL EXTND CT RATE

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- Any comp time that is forfeiting in the current pay period (EMPL CT STS CODE = “X”).

REPORT 433 **LWOP SCD HOURS RESET** PAYROLL

PURPOSE: To provide reporting of Leave Without Pay Hours before hours are reset at the Leave End Year.

CONTENT: All employees' names, SSNs and LWOP: SCD Hours for employees who have over 880 LWOP: SCD Hours.

SEQUENCE: Selective by Center and SSN.

```
                                            SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:    433                          NASA PERSONNEL AND PAYROLL SYSTEM                                 PAGE:
SEQUENCE BY:                                      INSTALLATION NAME                                          DATE:


                                                 LWOP SCD HOURS RESET


NAME                                       SSN             LWOP GT 880
AAAAAAAA                                   BBBBBBBBB       CCCC.CC
























                                                       SUBJECT TO PRIVACY ACT OF 1974
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A. Employee Name (Last, First, MI, Gen)
B. SSN
C. LWOP: SCD Hours

SELECTION CRITERIA:
Includes all records with the following criteria:
- Installation code equals user designated center code
- LWOP SCD Hours GT 880
- Duty Status ≠ 'z'

REPORT 555	**LEAVE AND EARNING STATEMENT**	PAYROLL
PURPOSE:	To provide employees with a statement of current leave and earnings information.	
CONTENT:	Report produced for employees with biweekly pay or biweekly deductions. Report can be produced for a single SSN.	
SEQUENCE:	Selective by Center and the following selections: 1. Org Assigned by Name 2. Org Detailed/Org Located/Org Assigned by Name 3. T&A Code by Name 4. T&A Code/Org Located/Org Assigned by Name 5. Name Only 6. Org Located/Org Assigned by Name	

See next page for report layout.

REPORT 555 **LEAVE AND EARNINGS STATEMENT**

NASA Leave and Earning Statement		**Name**	1			**SS #**	2			**Ctr ID**	3		
Basic Rate	4	**OT Rate**	5	**Basic Annual**	6	**Pay Date**	7	**PP End**	8	**PP No.**	9	**Lv PP No**	10
Org. Assigned	11	**Org. Located**	12	**Org. Detail**	13	**T&A Code**	14	**FEHB**	15	**Grade**	16	**Step**	17
Seq.	18												

EARNINGS SECTION

Desc.	Biwk Hrs.	Biwk Amt.	Adj. Amt.	YTD Earn.
Base	19	20	21	22
O/T	23	24	25	26
Night Diff	27	28	29	30
Sun Diff	31	32	33	34
Awd/Bonus	35	36	37	38
Hlwk/Credit	39	40	41	42
Haz Duty	43	44	45	46
Lump	47	48	49	50
Comp Pd	51	52	53	54
AUO	55	56	57	58
Cola	59	60	61	62
FireFighter	63	64	65	66
Supr Diff	67	68	69	70
Forgn Diff	71	72	73	74
Ret Allow	75	76	77	78
Staff Diff	79	80	81	82
EIC	83	84	85	86
Bd Refund	87	88	89	90
Stat Cut	91	92	93	94
WG/Shift 2	341	342	343	344
WG/Shift 3	345	346	347	348
PCA	349	350	351	352

TAXES AND DEDUCTIONS SECTION

Desc.	Biwk Amt.	Adj. Amt.	YTD Deductions
Fed Tax	96	97	98
State Tax	99	100	101
Frmr St Tx	102	103	104
City/Cty	105	106	107
OASDI	108	109	110
HIT	111	112	113
CSRS	114	115	116
FERS	117	118	119
FEHB	120	121	122
FEGLI	123	124	125
TSP / CU	126	127	128
Vol Allot	129	130	131
CFC	132	133	134
Bonds	135	136	137
NEBA	138	139	140
Dues	141	142	143
TSP Loan	144	145	146
LTC	147	148	149
Bankrupt	150	151	152
Child Sup	153	154	155
Garn/Indebt	156	157	158
Mil Dep	159	160	161
Other	162	163	164
FSA HC	361		363
FSA DC	362		364

B/W PAY	95	B/W DED	165	B/W NETPAY	166	GROSS YTD	167

TAX INFORMATION

State Code	168		
Desc	**Fed**	**St**	**City**
Marital	169	170	171
Exempt	172	173	174
Add Exempt	175	176	177
Add Amount	178	179	180
Ytd Net Erngs	181		

PCS YTD

Taxable	182
Non Tax	183
Fed Tax	184
St Tax	185
City/Cty	186
HIT	187
OASDI	188

TSP CONTRIBUTION			**TSP Perct/Amt**	189
	Employee	**Basic**	**Match**	**YTD**
Biwk	190	191	192	193

	TSP CATCH-UP		358
Biwk	359	**YTD**	360

Student Loan Repayment			TFBP	
Biwk	Adj	YTD	Curr	356
353	354	355	YTD	357

Bonds	**Balance**	**CUM RETIREMENT/MIL DEPOSIT**	
1	210	CSRS	215
2	211	FERS	216
3	212	MIL DEP	217
4	213	MIL INT	218
Other	214	MIL BAL	219

REMARK SECTION

220

PLEASE VERIFY LEAVE USED AND BALANCE REMAINING - NOTIFY PAYROLL OF ANY VARIANCES.

	ANNUAL LEAVE		**SICK LEAVE**	
Desc.	**Curr PP**	**YTD**	Curr PP	**YTD**
PYCO	N/A	221	N/A	243
Earn	222	223	244	245
Used	224	225	246	247
RIC	226	227	248	249
Restricted	228	229	250	251
Donated	230	231	N/A	N/A
Don Returned	232	233	N/A	N/A
Earned Bal	234		252	
Adv Balance	235		**ADVANCED SICK**	
Unearned Adv	236		Adv YTD	253
PT C/O Hrs	237		Used Cum	254
Use/Lose	238		Used Ytd	255
Use/Lose Date	239		Repaid Ytd	256
Leave Cat	240		Balance	257
Leave Ceiling	241		Exp Date	258
WEB ADDR:	242			

RESTORED ANNUAL

PYCO	259	Acct 1 Cum	**Acct 2 Cum**	Acct 3 Cum
Restored		260	**261**	262
Used Curr	263	264	**265**	266
Dontd Curr	267	268	**269**	270
Dotd Rtd Curr	271	272	**273**	274
Balance		275	**276**	277
Expiration Date(s):		278	279	280

DONATED LEAVE (RECPT)

Desc	**Curr PP**	**YTD**
PYCO	N/A	300
Used	301	302
Received	303	304
Returned	305	306
Balance		307

CREDIT HOURS

Desc	**Curr PP**	**YTD**
PYCO	N/A	323
Earn	324	325
Used	326	327
Forf	328	329
BAL		330

	COMPENSATORY (REG)		**EXT COMP TIME**		**REL COMP TIME**		**Time off Awd**	
Desc	Curr PP	YTD	Curr PP	YTD	Curr PP	YTD	AWD	BAL
Earn	281	282	N/A	N/A	308	309	1	316
Used	283	284	294	295	310	311	2	317
Forf	285	286	296	297	312	313	3	318
Stat Cut	287	288	N/A	N/A	N/A	N/A	4	319
Paid	289	290	N/A	N/A	N/A	N/A	5	320
Balance		291		298		314	6	321
PYCO	292		U/L BY: 342		U/L BY: 343		NEXT EXP DATE:	
U/L BY: 341	293		299		315		322	

MILITARY LEAVE

PYCO Hrs	331
Used Ytd Hrs	332
Used B/W Hrs	333
Balance	334

OTHER LEAVE

Desc	Curr	YTD
LWOP	335	336
AWOL	337	338
SUSP	339	400

Each section from the L & E is described below with three columns. The first column indicates the Number associated with the Field on the L & E, the next column indicates the Field Description Name and the last column represents the Data Description.

Generic Information Section:

Number	Field Description	Data Description
1	**Name**	Employee Name
2	**SS #**	Social Security Number The initial printing of the L&E Statements will suppress the printing of the first five numbers of an employee's SSN by replacing those five numbers with the character 'X'. The re-printing of L&E statements has a parameter screen option to re-print L&E statements showing the entire SSN if needed.
3	**Ctr ID**	Center Identification Number
4	**Basic Rate**	Salary Rate Hourly
5	**OT Rate**	Overtime Salary Rate
6	**Basic Annual**	Salary Rate Annual
7	**Pay Date**	Pay Date
8	**PP End**	Pay Period Ending Number
9	**PP No.**	Pay Period Number
10	**Lv PP No.**	Leave Pay Period Number
11	**Org. Assigned**	Organization Assigned
12	**Org. Located**	Organization Located
13	**Org. Detail**	Organization Detailed
14	**T & A Code**	Time & Attendance Distribution Code
15	**FEHB**	Federal Employee's Health Benefit Code
16	**Grade**	Pay Grade
17	**Step**	Pay Step
18	**Seq.**	Leave and Earnings Print Sequence Numbering

Earnings Section:

Number	Field Description	Data Description
19	**Base Biwk Hrs.**	Base Biweekly Hours includes AL, SL. Regular Pay, TOA, Used Comp. Time, Holiday Leave, Restored Leave, Military Leave, Religious Leave, Administration Leave, Extended Leave, COP Leave, Graduate Leave, Jury Leave, Comp. Leave, Credit Hours Used, Home Leave, Donated Annual Leave, Locality Pay, Availability Pay and Severance Pay
20	**Base Biwk. Amt.**	Base Biweekly Amount Paid
21	**Base Adj. Amt.**	Base Adjustment Amount Paid
22	**Base YTD Earn.**	Base Year to Date Earnings Paid

Earnings Section:

Number	Field Description	Data Description
23	**O/T Biwk Hrs.**	Overtime Biweekly Hours
24	**O/T Biwk Amt.**	Overtime Biweekly Amount Paid
25	**O/T Adj. Amt.**	Overtime Adjustment Amount Paid
26	**O/T YTD Earn.**	Overtime Year to Date Earnings Paid
27	**Night Diff Biwk Hrs.**	Night Differencial Biweekly Hours
28	**Night Diff Biwk Amt.**	Night Differencial Biweekly Amount Paid
29	**Night Diff Adj. Amt.**	Night Differencial Adjustment Amount Paid
30	**Night Diff YTD Earn.**	Night Differencial Year to Date Earnings Paid
31	**Sun Diff Biwk Hrs.**	Sunday Differencial Biweekly Hours
32	**Sun Diff Biwk Amt.**	Sunday Differencial Biweekly Amount Paid
33	**Sun Diff Adj. Amt.**	Sunday Differencial Adjustment Amount Paid
34	**Sun Diff YTD Earn.**	Sunday Differecial Year to Date Earnings Paid
35	**Adw/Bonus Biwk Hrs**	Not Applicable
36	**Adw/Bonus Biwk Amt.**	Award/Bonus Biweekly Amount Paid
37	**Awd/Bonus Adj. Amt.**	Not Applicable
38	**Awd/Bonus YTD Earn.**	Award/Bonus Year to Date Earnings Paid
39	**Hlwk/Credit Biwk Hrs.**	Holiday Worked and Credit Biweekly Hours
40	**Hlwk/Credit Biwk Amt.**	Holiday Worked and Credit Biweekly Amount Paid
41	**Hlwk/Credit Adj. Amt.**	Holiday Worked and Credit Adjustment Amount Paid
42	**Hlwk/Credit YTD Earn.**	Holiday Worked and Credit Year to Date Earnings Paid
43	**Haz Duty Biwk Hrs.**	Hazard Duty Biweekly Hours
44	**Haz Duty Biwk Amt.**	Hazard Duty Biweekly Amount Paid
45	**Haz Duty Adj. Amt.**	Hazard Duty Adjustment Amount Paid
46	**Haz Duty YTD Earn.**	Hazard Duty Year to Date Earnings Paid
47	**Lump Biwk Hrs.**	Lump Biweekly Hours
48	**Lump Biwk Amt.**	Lump Biweekly Amount Paid
49	**Lump Adj. Amt.**	Lump Adjustment Amount Paid
50	**Lump YTD Earn.**	Lump Year to Date Earnings Paid
51	**Comp Pd. Biwk Hrs.**	Compensatory Paid Biweekly Hours
52	**Comp Pd Biwk Amt.**	Compensatory Paid Biweekly Amount
53	**Comp Pd Adj. Amt.**	Not Applicable
54	**Comp Pd YTD Earn.**	Compensatory Paid Year to Date Earnings
55	**AUO Biwk Hrs.**	Not Applicable
56	**AUO Biwk Amt.**	Administratively Uncontrollable Overtime Amount Paid
57	**AUO Adj. Amt.**	Administratively Uncontrollable Adjustment Amount Paid
58	**AUO YTD Earn.**	Administratevely Uncontrollable Year to Date Earnings Paid
59	**Cola Biwk Hrs.**	Not Applicable
60	**Cola Biwk Amt.**	Cost of Living Allowance Biweekly Amount Paid
61	**Cola Adj. Amt.**	Cost of Living Allowance Biweekly Adjustment Amount
62	**Cola YTD Earn.**	Cost of Living Allowance Year to Date Earnings Paid
63	**FireFighter Biwk Hrs.**	Not Applicable

Earnings Section:

Number	Field Description	Data Description
64	**FireFighter Biwk Amt.**	Fire Fighters Biweekly Amount Paid
65	**FireFighter Adj. Amt.**	Fire Fighters Adjustment Amount Paid
66	**FireFighter YTD Earn.**	Fire Fighters Year to Date Earnings Paid
67	**Supr Diff Biwk Hrs.**	Not Applicable
68	**Supr Diff Biwk Amt.**	Supervisory Differencial Biweekly Amount Paid
69	**Supr Diff Adj. Amt.**	Supervisory Differencial Adjustment Paid
70	**Supr Diff YTD Earn.**	Supervisory Differencial Year to Date Earnings Paid
71	**Forgn Diff Biwk Hrs.**	Not Applicable
72	**Forgn Diff Biwk Amt.**	Foreign Differencial Biweekly Amount Paid
73	**Forgn Diff Adj. Amt.**	Foreign Differencial Adjustment Amount Paid
74	**Forgn Diff YTD Earn.**	Foreign Differencial Year to Date Earnings Paid
75	**Ret Allow Biwk Hrs.**	Not Applicable
76	**Ret Allow Biwk Amt.**	Retention Allowance Biweekly Amount Paid
77	**Ret Allow Adj. Amt.**	Retention Allowance Adjustment Amount Paid
78	**Ret Allow YTD Earn.**	Retention Allowance Year to Date Earnings Paid
79	**Staff Diff Biwk Hrs.**	Not Applicable
80	**Staff Diff Biwk Amt.**	Staff Differencial Biweekly Amount Paid
81	**Staff Diff Adj. Amt.**	Staff Differencial Adjustment Amount Paid
82	**Staff Diff YTD Earn.**	Staff Differencial Year to Date Earnings Paid
83	**EIC Biwk Hrs.**	Not Applicable
84	**EIC Biwk Amt.**	Earned Income Credit Biweekly Amount Paid
85	**EIC Adj. Amt.**	Earned Income Credit Biweekly Adjustment Amount Paid
86	**EIC YTD Earn.**	Earned Income Credit Year to Date Earnings Paid
87	**Bd Refund Biwk Hrs**	Not Applicable
88	**Bd Refund Biwk Amt.**	Bond Refund Biweekly Amount
89	**Bd Refund Adj. Amt.**	Not Applicable
90	**Bd Refund YTD Earn.**	Bond Refund Year to Date Earnings Paid
91	**Stat Cut Biwk Hrs.**	Not Applicable
92	**Stat Cut Biwk Amt.**	Statutory Cut Biweekly Amount Paid
93	**Stat Cut Adj. Amt.**	Not Applicable
94	**Stat Cut YTD Earn.**	Statutory Cut Year to Date Earnings Paid
95	**B/W PAY**	Total Biweekly Gross Earnings
341	**WG/Shift2 Biwk Hrs.**	Wage Grade Shift2 Biweekly Hours Base Biweekly Hours includes AL, SL. Regular Pay, TOA, Used Comp. Time, Holiday Leave, Restored Leave, Military Leave, Religious Leave, Administration Leave, Extended Leave, COP Leave, Graduate Leave, Jury Leave, Comp. Leave, Credit Hours Used, Home Leave, Donated Annual Leave, Locality Pay, Availability Pay and Severance Pay
342	**WG/Shift2 Biwk Amt**	Wage Grade Shift2 Amount Paid

Earnings Section:

Number	Field Description	Data Description
343	**WG/Shift2 Adj Amt**	Not Applicable
344	**WG/Shift2 YTD Earn**	Not Applicable
345	**WG/Shift3 Biwk Hrs.**	Wage Grade Shift3 Biweekly Hours Base Biweekly Hours includes AL, SL. Regular Pay, TOA, Used Comp. Time, Holiday Leave, Restored Leave, Military Leave, Religious Leave, Administration Leave, Extended Leave, COP Leave, Graduate Leave, Jury Leave, Comp. Leave, Credit Hours Used, Home Leave, Donated Annual Leave, Locality Pay, Availability Pay and Severance Pay
346	**WG/Shift3 Biwk Amt**	Wage Grade Shift3 Amount Paid
347	**WG/Shift3 Adj Amt**	Not Applicable
348	**WG/Shift3 YTD Earn**	Not Applicable
349	**PCA Biwk Hrs**	Not Applicable
350	**PCA Biwk Amt**	Physicians Comparability Allowance Biweekly Amount
351	**PCA Adj Amt**	Physicians Comparability Allowance Adjustment Amount
352	**PCA YTD Earn**	Physicians Comparability Allowance Year to Date

Taxes and Deductions Section:

Number	Field Description	Data Description
96	**Fed Tax Biwk Amt.**	Federal Tax Biweekly Amount
97	**Fed Tax Adj. Amt.**	Federal Tax Adjustment Amount
98	**Fed Tax YTD Deductions**	Federal Tax Year to Date Deductions
99	**State Tax Biwk Amt.**	State Tax Biweekly Amount
100	**State Tax Adj. Amt.**	State Tax Adjustment Amount
101	**State Tax YTD Deductions**	State Tax Yeear to Date Deductions
102	**Frmr St Tx Biwk Amt.**	Not Applicable
103	**Frmr St Tx Adj. Amt.**	Former State Tax Adjustment Amount
104	**Frmr St Tx YTD Deductions**	Former State Tax Year to Date Deductions
105	**City/Cty Biwk Amt.**	City/County Biweekly Amount
106	**City/Cty Adj. Amt.**	City/County Biweekly Adjustment Amount
107	**City/Cty YTD Deductions**	City/County Year to Date Deductions
108	**OASDI Biwk Amt.**	Old Age Survivors Disability Insurance Biweekly Amount
109	**OASDI Adj. Amt.**	OADSI Adjustment Amount
110	**OASDI YTD Deductions**	OASDI Year to Date Deductions
111	**HIT Biwk Amt.**	Health Insurance Tax (Social Security Medicare) Biweekly Amount
112	**HIT Adj. Amt.**	HIT Adjustment Amount
113	**HIT YTD Deductions**	HIT Year to Date Deductions
114	**CSRS Biwk Amt.**	Civil Service Retirement System Biweekly Amount
115	**CSRS Adj. Amt.**	CSRS Adjustment Amount
116	**CSRS YTD Deductions**	CSRS Year to Date Deductions
117	**FERS Biwk Amt.**	Federal Employee Retirement System Biweekly Amount
118	**FERS Adj. Amt.**	FERS Adjustment Amount
119	**FERS YTD Deductions**	FERS Year to Date Deductions
120	**FEHB Biwk Amt.**	Federal Employees Heath Benefits Biweekly Amount
121	**FEHB Adj. Amt.**	FEHB Adjustment Amount
122	**FEHB YTD Deductions**	FEHB Year to Date Deductions
123	**FEGLI Biwk Amt.**	Federal Employees Group Life Insurance Biweekly Amount
124	**FEGLI Adj. Amt.**	FEGLI Adjustment Amount
125	**FEGLI YTD Deductions**	FEGLI Year to Date Deductions
126	**TSP Biwk Amt. plus TSP Catchup: B/W**	Thrift Savings Plan Biweekly Amount plus Thrift Savings Plan Catchup Biweekly Amount
127	**TSP Adj. Amt. plus TSP Catchup: Adjustment Amount**	TSP Adjustment Amount plus TSP Catchup Adjustment Amount
128	**TSP YTD Deductions plus TSP Catchup: YTD Ded. Amt.**	TSP Year to Date Deductions plus TSP Year to Date Catchup Deductions
129	**Vol Allot Biwk Amt.**	Voluntary Allotment Biweekly Amount
130	**Vol Allot Adj. Amt.**	Not Applicable
131	**Vol Allot YTD Deductions**	Voluntary Allotment Year to Date Deductions

Taxes and Deductions Section:

Number	Field Description	Data Description
132	**CFC Biwk Amt.**	Combined Federal Campaign Biweekly Amount
133	**CFC Adj. Amt.**	CFC Adjustment Amount
134	**CFC YTD Deductions**	CFC Year to Date Deductions
135	**Bonds Biwk Amt.**	Multiple Bond Biweekly Amount
136	**Bonds Adj. Amt.**	Not Applicable
137	**Bonds YTD Deductions**	Bond Year to Date Deductions
138	**NEBA Biwk Amt.**	NASA Employees Benefits Association - Life Insurance Biweekly Amount
139	**NEBA Adj. Amt.**	Not Applicable
140	**NEBA YTD Deductions**	NEBA Year to Date Deductions
141	**Dues Biwk Amt.**	Union and Senior Executive Association Biweekly Amount
142	**Dues Adj. Amt.**	Union/SEA Adjustment Amount
143	**Dues YTD Deductions**	Union/SEA Year to Date Deductions
144	**TSP Loan Biwk Amt.**	Thrift Savings Plan Loan Biweekly Amount
145	**TSP Loan Adj. Amt.**	Not Applicable
146	**TSP Loan YTD Deductions**	TSP Loan Year to Date Deductions
147	**Total of (LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction)**	Total Long Term Care Biweekly Deduction
148	**Long Term Care Adj. Amt.**	Not Applicable
149	**Total of (LTC YTD Empl Deduction + LTC YTD Spouse Deduction + LTC YTD Dependent Deduction)**	Total Long Term CareYear to Date Deduction
150	**Bankrupt Biwk Amt**	Bankruptcy Biweekly Amount
151	**Bankrupt Adj Amt**	Bankruptcy Adjustment Amount
152	**Bankrupt YTD Deductions**	Bankruptcy Year to Date Deductions
153	**Child Sup Biwk Amt.**	Multiple Child Support Payments Biweekly Amount
154	**Child Sup Adj. Amt.**	Not Applicable
155	**Child Sup YTD Deductions**	Child Support Year to Date Deductions
156	**Garnish / US Indebt Biwk Amt**	(Garnishment OR US Indebt OR Total of both) Biweekly Amount
157	**Garnish/ US Indebt Adj Amt**	Not Applicable
158	**Garnish/ US Indebt YTD Deductions**	(Garnishment OR US Indebt OR Total of both) Year to Date Deductions
159	**Mil Dep Biwk Amt.**	Military Deposit Biweekly Amount
160	**Mil Dep Adj. Amt.**	Not Applicable
161	**Mil Dep YTD Deductions**	Military Deposit Year to Date Deductions
162	**Other Biwk Amt.**	Bill of Collection/Miscellaneous Deduction/Advance Pay Biweekly Amount
163	**Other Adj. Amt.**	Other Adjustment Amount
164	**Other YTD Deductions**	Other Year to Date Deductions
165	**B/W DED**	Total Biweekly Deductions
166	**B/W NET PAY**	Total Biweekly Net Pay Earnings

Taxes and Deductions Section:

Number	Field Description	Data Description
167	**GROSS YTD**	Gross Year to Date Earnings
361	FSA HC: BW DED	Biweekly Flexible Spending Account Health Care
362	FSA DC: BW DED	Biweekly Flexible Spending Account Dependent Care
363	FSA HC: FED YTD DED	Year to Date Flexible Spending Account Health Care
364	FSA DC: FED YTD DED	Year to Date Flexible Spending Account Dependent Health Care

Tax Information Section:

Number	Field Description	Data Description
169	**State Code**	State Tax Entity
170	**Fed Marital**	Federal Marital Code
171	**St Marital**	State Marital Code
172	**City Marital**	Local Marital Code
172	**Fed Exempt**	Federal Exemptions
173	**St Exempt**	State Exemptions
174	**City Exempt**	City Exemptions
175	**Fed Add Exempt**	Not Applicable
176	**St Add Exempt**	State Additional Exemptions
177	**City Add Exempt**	Local Additional Exemptions
178	**Fed Add Amount**	Federal Additional Amount Withheld
179	**St Add Amount**	State Additional Amount Withheld
180	**City Add Amount**	Local Additional Amount Withheld
181	**Ytd Net Erngs**	Gross Year to Date Earnings Less Year to Date Deductions

Permanent Change of Station (PCS) Year To Date Section:

Number	Field Description	Data Description
182	**Taxable YTD**	PCS Taxable Year to Date Earnings
183	**Non Tax YTD**	PCS Non Taxable Year to Date Earnings
184	**Fed Tax YTD**	Federal Income Tax Withheld Year to Date
185	**St Tax YTD**	State Income Tax Withheld Year to Date
186	**City/Cty YTD**	Local Income Tax Witheld Year to Date
187	**HIT YTD**	Health Insurance Tax Withheld Year to Date
188	**OASDI YTD**	Old Age Survivors Disability Insurance Withheld Year to Date

Thrift Savings Plan Contribution (TSP) Section:

Employees who are in the Civil Service Retirement System will not have Basic or Matching distributions.

Thrift Savings Plan Distribution (TSP) Section:

Number	Field Description	Data Description
189	**TSP Perct/Amt**	Thrift Savings Plan Percentage Rate or Amount
190	**Employee Biwk**	Employee Biwk Contribution
191	**Basic Biwk**	Agency Basic Biwk Contribution
192	**Match Biwk**	Agency Matching Biwk Contribution
193	**YTD**	Year to Date Contribution
358	**TSP Catchup: Elected Amt. of Ded..**	Thrift Savings Plan Catch-up Amount
359	**TSP Catchup: B/W**	Employee Biwk Deduction for TSP Catch-up
360	**TSP Catchup: YTD Ded Amt**	YTD total for employee TSP Catchup deduction amount

Bond Section:

Number	Field Description	Data Description
210	**Bond 1 Balance**	Bond Balance for 1st Bond
211	**Bond 2 Balance**	Bond Balance for 2nd Bond
212	**Bond 3 Balance**	Bond Balance for 3rd Bond
213	**Bond 4 Balance**	Bond Balance for 4th Bond
214	**Other Balance**	Bond Balance for 5th thru 10th

Student Loan Repayment Section:

Number	Field Description	Data Description
353	**Student Loan Repayment Biwk**	Amount of biweekly Student Loan Repayment subject to taxes
354	**Student Loan Repayment Adjustment**	Amount of biweekly Student Loan Repayment adjustment subject to taxes
355	**Student Loan Repayment YTD**	Amount of year-to-date Student Loan Repayment subject to taxes

Transportation Fringe Benefit Program for Tax Exemption:

Number	Field Description	Data Description
356	**TFBP BW FED AMT**	Transportation Fringe Benefit Program Biweekly Tax Exempt Amount
357	**TFBP FED YTD AMT**	Transportation Fringe Benefit Program Year to Date Tax Exempt Amount

Cumulative Retirement/Military Deposit Section:

Number	Field Description	Data Description
215	**CSRS**	Civil Service Retirement System Cumulative Amount
216	**FERS**	Federal Employees Retirement System Cumulative Amount
217	**MIL CUM**	Military Deposit Cumulative Deduction Amount
218	**MIL INT**	Military Deposit Cumulative Interest Amount
219	**MIL BAL**	Military Deposit Current Balance Due Amount

Remark Section (Number 220):

The Remark Section may contain comments provided by the Consolidated Payroll Office (CPO) for any type of payroll notification for each center.

Annual Leave Section:

Number	Field Description	Data Description
221	**PYCO YTD**	Prior Year Carry Over Year to Date Balance
222	**Earn Curr PP**	Accrued Current Pay Period
223	**Earn YTD**	Accrued Year to Date
224	**Used Curr PP**	Used Current Pay Period
225	**Used YTD**	Used Annual Leave Year to Date
226	**RIC Curr PP**	Reduction In Credit Current Pay Period
227	**RIC YTD**	Reduction In Credit Year to Date
228	**Restricted Curr PP**	Restricted Current Pay Period (Applicable to Employees on Donated Leave Program)
229	**Restricted YTD**	Restricted Year to Date
230	**Donated Curr PP**	Donated Current Pay Period by Donor
231	**Donated YTD**	Donated Year to Date by Donor
232	**Don Returned Curr PP**	Donated Returned Current Pay Period to Doner
233	**Don Returned YTD**	Donated Returned Year to Date to Doner
234	**Earned Balance**	Actual Annual Leave Balance
235	**Adv Balance**	Total of Earned Balanced and Unearned Balance
236	**Unearned Adv**	Remaining Annual Leave to be Advanced for Current Leave Year
237	**PT C/O Hrs**	Part Time Carry Over Hours Balance (Applicable to Part Time Employees)
238	**Use/Lose**	Use or Lose Hours Balance by Leave Year End
239	**Use/Lose Date**	Date Use/Lose Hours Must be Used
240	**Leave Cat**	Leave Category Used for Annual Leave Accural Rate
241	**Leave Ceiling**	Maximum Carry Over Allowed
242	**WEB ADDR:**	WEB Address for Leave and Earnings Field Descriptions

Sick Leave Section:

Number	Field Description	Data Description
243	**PYCO YTD**	Prior Year Carry Over Year to Date
244	**Earn Curr PP**	Accrued Current Pay Period
245	**Earn YTD**	Accrued Year to Date
246	**Used Curr PP**	Used Current Pay Period
247	**Used YTD**	Used Sick Leave Year to Date
248	**RIC Curr PP**	Reduction In Credit Current Pay Period
249	**RIC YTD**	Reduction In Credit Year to Date
250	**Restricted Curr PP**	Restricted Current Pay Period (Applicable to Employees on Donated Leave Program)
251	**Restricted YTD**	Restricted Year to Date
252	**Earned Balance YTD**	Actual Sick Leave Balance

Advanced Sick Leave Section:

Number	Field Description	Data Description
253	**Adv YTD**	Advanced Year to Date Sick Leave
254	**Used Cum**	Total Advance Sick Leave Used for All Years
255	**Used YTD**	Advanced Sick Leave Used Year to Date
256	**Repaid YTD**	Advanced Sick Leave Repaid Year to Date
257	**Balance**	Balance of Advanced Sick Leave
258	**Exp Date**	Expiration Date to Use or Expire By

Restored Annual Leave Section:

Number	Field Description	Data Description
259	**PYCO**	Prior Year Carry Over
260	**Restored Acct 1 Cum**	Cumulative Restored Leave for Account 1
261	**Restored Acct 2 Cum**	Cumulative Restored Leave for Account 2
262	**Restored Acct 3 Cum**	Cumulative Restored Leave for Account 3
263	**Used Curr**	Used Current Pay Period
264	**Used Curr Acct 1 Cum**	Cumulative Used for Account 1
265	**Used Curr Acct 2 Cum**	Cumulative Used for Account 2
266	**Used Curr Acct 3 Cum**	Cumulative Used for Account 3
267	**Dontd Curr**	Donated Current Pay Period
268	**Dontd Curr Acct 1 Cum**	Cumulative Donated for Account 1
269	**Dontd Curr Acct 2 Cum**	Cumulative Donated for Account 2
270	**Dontd Curr Acct 3 Cum**	Cumulative Donated for Account 3
271	**Dontd Rtd Curr**	Donated Returned Current Pay Period
272	**Dontd Rtd Curr Acct 1 Cum**	Cumulative Donated Returned for Account 1
273	**Dontd Rtd Curr Acct 2 Cum**	Cumulative Donated Returned for Account 2
274	**Dontd Rtd Curr Acct 3 Cum**	Cumulative Donated Returned for Account 3
275	**Balance Acct 1 Cum**	Balance Cumulative for Account 1
276	**Balance Acct 2 Cum**	Balance Cumulative for Account 2
277	**Balance Acct 3 Cum**	Balance Cumulative for Account 3
278	**Expiration Date Acct 1 Cum**	Expiration Date to Use or Expire By for Account 1
279	**Expiration Date Acct 2 Cum**	Expiration Date to Use or Expire By for Account 2
280	**Expiration Date Acct 3 Cum**	Expiration Date to Use or Expire By for Account 3

Compensatory (Regular) Leave Section:

Number	Field Description	Data Description
281	**Earn Curr PP**	Earned Current Pay Period
282	**Earn YTD**	Earned Year to Date
283	**Used Curr PP**	Used Current Pay Period
284	**Used YTD**	Used Year to Date
285	**Forf Curr PP**	Forfeited Current Pay Period
286	**Forf YTD**	Forfeited Year to Date
287	**Stat Cut Curr PP**	Statutory Cut Current Pay Period
288	**Stat Cut YTD**	Statutory Cut Year to Date
289	**Paid Curr PP**	Paid Current Pay Period
290	**Paid YTD**	Paid Year to Date
291	**Balance Curr PP**	Year to Date Balance
292	**PYCO**	Prior Year Carry Over
293	**U/L BY**	Use or Lose Hours Before Pay Period Ending Date of this L&E + 28 days
341	**U/L BY**	Use or Lose Hours Before Pay Period Ending Date of this L&E + 28 days

Extended Compensatory Time (EXT COMP TIME) Section :

Number	Field Description	Data Description
294	**Used Curr PP**	Used Current Pay Period
295	**Used YTD**	Used Year to Date
296	**Forf Curr PP**	Forfeited Current Pay Period
297	**Forf YTD**	Forfeited Year to Date
298	**Balance**	Year to Date Balance
299	**U/L BY**	Number of Hours to Expire by Pay Period Ending Date of this L&E + 28 days
342	**U/L BY**	Number of Hours to Expire by Pay Period Ending Date of this L&E + 28 days

Donated Leave Recipient (RECPT) Section:

Number	Field Description	Data Description
300	**PYCO YTD**	Prior Year Carry Over Year to Date
301	**Used B/W**	Used Current Pay Period
302	**Used YTD**	Used Year to Date
303	**Received B/W**	Received Current Pay Period
304	**Received YTD**	Received Year to Date
305	**Returned Curr PP**	Returned Current Pay Period
306	**Returned YTD**	Returned Year to Date
307	**Balance YTD**	Year to Date Prior Year Carry Over plus YTD Received minus YTD Used minus YTD Returned equals YTD Balance

Religious Compensatory Time Section:

Number	Field Description	Data Description
308	**Earn Curr PP**	Earned Current Pay Period
309	**Earn YTD**	Earned Year to Date
310	**Used Curr PP**	Used Current Pay Period
311	**Used YTD**	Used Year to Date
312	**Forf Curr PP**	Forfeited Current Pay Period
313	**Forf YTD**	Forfeited Year to Date
314	**Balance**	Year to Date Balance
315	**U/L BY**	Use or Lose Hours Before Pay Period Ending Date of this L&E + 28 days
343	**U/L BY**	Use or Lose Hours Before Pay Period Ending Date of this L&E + 28 days

Time Off Award (TOA) Section:

Number	Field Description	Data Description
316	**AWD 1 BAL**	Award 1 Balance
317	**AWD 2 BAL**	Award 2 Balance
318	**AWD 3 BAL**	Award 3 Balance
319	**AWD 4 BAL**	Award 4 Balance
320	**AWD 5 BAL**	Award 5 Balance
321	**AWD 6 BAL**	Award 6 Balance
322	**NEXT EXP DATE:**	Expiration Date of 1st Award to Expire

Credit Hours Section:

Number	Field Description	Data Description
323	**PYCO YTD**	Prior Year Carry Over Year to Date
324	**Earn Curr PP**	Earned Current Pay Period
325	**Earn YTD**	Earned Year to Date
326	**Used Curr PP**	Used Current Pay Period
327	**Used YTD**	Used Year to Date
328	**Forf Curr PP**	Forfeited Current Pay Period
329	**Forf YTD**	Forfeited Year to Date
330	**Balance**	Balance Year to Date

Military Leave Section:

Number	Field Description	Data Description
331	**PYCO Days**	Prior Year Carry Over Hours Based on Fiscal Year
332	**Used Ytd Dys**	Used Year to Date Hours
333	**Used B/W Hrs**	Used Biweekly Hours
334	**Balance**	Year to Date Balance (in hours)

Other Leave Section:

Number	Field Description	Data Description
335	**LWOP Curr**	Leave Without Pay Hours Current Pay Period
336	**LWOP YTD**	Leave Without Pay Hours Year to Date
337	**AWOL Curr**	Absent Without Leave Hours Current Pay Period
338	**AWOL YTD**	Absent Without Leave Hours Year to Date
339	**SUSP Curr**	Suspension Hours Current Pay Period
340	**SUSP YTD**	Suspension Hours Year to Date

SELECTION CRITERIA

Includes employees with following criteria:

- Installation Code equal to user designated Center Code
- B/W Pay or B/W Deductions greater than zero

REPORT 560 **FLEXIBLE SPENDING ACCOUNT ADDS, DELETES, AND CHANGES LISTING** PAYROLL

PURPOSE: To produce a listing from the incoming Billing file(s) including error messages.

CONTENT: Health and Dependent Care requested allotments for FSA.

Error messages if incoming requested allotments cannot be processed.

SEQUENCE: By Center, SSN. Totals by center and agency. Center and Agency totals will appear on separate pages. Break for Center and Agency.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO: 560                                   NASA PERSONNEL AND PAYROLL SYSTEM             PAGE:
                                                        INSTALLATION NAME                      DATE:

                             FLEXIBLE SPENDING ACCOUNT ADDS, DELETES AND CHANGES LISTING

                                                  PAY PERIOD ENDING KK/KK/KKKK

PAYROLL OFFICE NUMBER: DDDDDDDD
EFFECTIVE DATE: CCCCCCCCCC
                                     ***** REQUESTED ALLOTMENT ******
                                             ACTION         ACTION
SSN        EMPLOYEE NAME           FSA HC     CODE   FSA DC  CODE     TOTAL   ERROR MESSAGE
   A         B                   EEEEE.EE-     H1   FFFF.FF-  H2   GGGGG.GG-  I
                                                                              I
   A         B                   EEEEE.EE-     H1   FFFF.FF-  H2   GGGGG.GG-  I
   A         B                   EEEEE.EE-     H1   FFFF.FF-  H2   GGGGG.GG-  I
                                                                              I

CENTER TOTALS:
CENTER EMP CNT: JJJJJ
CENTER REC CNT: LLLLL
CENTER FSA HC ~~TOTAL~~ POSITIVE APPLIED:      MM,MMM,MMM.MM
CENTER FSA DC ~~TOTAL~~ POSITIVE APPLIED:      NN,NNN,NNN.NN
CENTER FSA HC POSITIVE NOT APPLIED:  QQ,QQQ,QQQ.QQ
CENTER FSA DC POSITIVE NOT APPLIED:  RR,RRR,RRR.RR
CENTER FSA HC NEGATIVE NOT APPLIED:  SS,SSS,SSS.SS
CENTER FSA DC NEGATIVE NOT APPLIED:  TT,TTT,TTT.TT
----------------------------------------------separate page----------------------------------
AGENCY TOTALS:
AGENCY FSA HC ~~TOTAL~~ POSITIVE APPLIED:      OO,OOO,OOO.OO
AGENCY FSA DC ~~TOTAL~~ POSITIVE APPLIED:      PP,PPP,PPP.PP
AGENCY FSA HC POSITIVE NOT APPLIED:  UU,UUU,UUU.UU
AGENCY FSA DC POSITIVE NOT APPLIED:  VV,VVV,VVV.VV
AGENCY FSA HC NEGATIVE NOT APPLIED:  WW,WWW,WWW.WW
AGENCY FSA DC NEGATIVE NOT APPLIED:  XX,XXX,XXX.XX
                                                SUBJECT TO PRIVACY ACT OF 1974
```

K. SSN
L. Employee Name (Last, First, MI)
M. Effective Date
N. Payroll Office Number
O. FSA HC: BW ALLOT
P. FSA DC: BW ALLOT
Q. E + F
H1. Action Code (A – add, C – change, D – delete) for FSA HC: BW ALLOT
H2. Action Code (A – add, C – change, D – delete) for FSA DC: BW ALLOT
I. Error Message
J. Count of Employees per Center
K. Pay Cntl: Current PP Ending Date MM/DD/YYYY
L. Count of Records per Center
M. Total of positive values of E per Center applied to employee data

N. Total of positive values of F per Center applied to employee data
Q. Total of positive values of E per Center not applied to employee data
R. Total of positive values of F per Center not applied to employee data
S. Total of negative values of E per Center not applied to employee data
T. Total of negative values of F per Center not applied to employee data

Agency Totals: (printed on separate page)

O. Total of positive values of E per Agency applied to employee data
P. Total of positive values of F per Agency applied to employee data
U. Total of positive values of E per Agency not applied to employee data
V. Total of positive values of F per Agency not applied to employee data
W. Total of negative values of E per Agency not applied to employee data
X. Total of negative values of F per Agency not applied to employee data
~~Q.Total of E for agency, for requested centers~~
~~R.Total of F for agency, for requested centers~~

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Payroll Office Number on incoming datasets = user designated center code translation from TINSTALL table
- Effective Date on incoming datasets = Current PP Beginning Date from CTLPAY Screen

REPORT 566 FLEXIBLE SPENDING ACCOUNT DEDUCTIONS TAKEN REPORT

PAYROLL

PURPOSE: To provide a record of the Flexible Spending Account (FSA) biweekly deductions from payroll, and associated YTD information.

CONTENT: All employees with FSA HC or DC deductions or allotments.FSA biweekly deductions and allotments shown for health and dependent care; YTD deductions shown.

SEQUENCE: Selective by center. Totals by center and agency. Center and Agency totals will appear on separate pages. Employees listed by SSN within center.

```
                                        SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  566                        NASA PERSONNEL AND PAYROLL SYSTEM                                        PAGE:
                                                AAAAAAAAAAAAAA                                                  DATE:
                                   FLEXIBLE SPENDING ACCOUNT DEDUCTIONS TAKEN                                   TIME:
                                               AS OF BBBBBBBBBB

                     BILLING FILE REQUESTED ALLOTMENTS      BIWEEKLY DED TAKEN          YTD DEDUCTION TAKEN
 SSN       PB D NAME      FSA HC     FSA DC     TOTAL        FSA HC    FSA DC     TOTAL       FSA HC    FSA DC      TOTAL
  C         D i  E      —-F,FFF.FF —-G,GGG.GG  -H,HHH.HH  — -—I,III.II -J,JJJ.JJ  -K,KKK.KK —-—L,LLL.LL -—M,MMM.MM  -
N,NNN.NN



CENTER TOTALS:                               BILLING FILE            BIWEEKLY            YTD
CENTER EMPLOYEE COUNT:  OOOOO       REQUESTED ALLOTMENTS     DEDUCTIONS TAKEN    DEDUCTIONS TAKEN

                             FSA HC        -PP,PPP,PPP.PP       —-SS,SSS,SSS.SS      -—VV,VVV,VVV.VV
                             FSA DC        -QQ,QQQ,QQQ.QQ       —-TT,TTT,TTT.TT      -—WW,WWW,WWW.WW

                                           --------------       --------------      --------------
                             TOTAL         -RR,RRR,RRR.RR       -—UU,UUU,UUU.UU      -—XX,XXX,XXX.XX


AGENCY TOTALS:                               BILLING FILE           BIWEEKLY             YTD
AGENCY EMPLOYEE COUNT: YYYYY                REQUESTED PREM         DEDUCTIONS           DEDUCTIONS

                             FSA HC    —-Z,ZZZ,ZZZ,ZZZ.ZZ   -—c,ccc,ccc,ccc.cc   —————————-f,fff,fff,fff.ff
                             FSA DC    -—a,aaa,aaa,aaa.aa   -—d,ddd,ddd,ddd.dd   —————————-g,ggg,ggg,ggg.gg

                                ----------------    ----------------    ----------------
                             TOTAL     -—b,bbb,bbb,bbb.ss   -—e,eee,eee,eee.ee    -—h,hhh,hhh,hhh.hh

                                             SUBJECT TO PRIVACY ACT OF 1974
```

Data Elements:

A. Installation: Name
B. Pay Cntl: Current PP Ending Date (MM/DD/YYYY)
C. SSN
D. Payblock: Processing
i. Duty Status
E. Employee Name (Name: Last, Name: First, Name: MI, Name: Suffix) [Name may truncate]
F. FSA HC: BW ALLOT
G. FSA DC: BW ALLOT
H. Total of F + G
I. FSA HC: BW DED
J. FSA DC: BW DED
K. Total of I + J
L. FSA HC: FED YTD DED
M. FSA DC: FED YTD DED
N. Total of L + M

Center Totals: (printed on separate page)

O. Total count of employees, for requested center
P. Total of F, for requested center
Q. Total of G, for requested center
R. Total of F + G, for requested center
S. Total of I, for requested center
T. Total of J, for requested center
U. Total if I + J for requested center
V. Total of L, for requested center
W. Total of M, for requested center
X. Total of L + M, for requested center

Agency Totals: (printed on separate page)

Y. Total count of employees for agency, for requested centers
Z. Total of F, for agency, for requested centers
a. Total of G, for agency, for requested centers
b. Total of F + G for agency, for requested centers
c. Total of I, for agency, for requested centers
d. Total of I + J, for agency, for requested centers
e. Total of J, for agency, for requested centers
f. Total of L, for agency, for requested centers
g. Total of M, for agency, for requested centers
h. Total of L + M, for agency, for requested centers

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code
- A current FSA HC or DC (FSA HC: BW ALLOT or FSA DC: BW ALLOT) allotment or deduction (FSA HC: BW DED or FSA DC: BW DED) not equal to zero.

REPORT 568 **Flexible Spending Account Payment File Listing** PAYROLL

PURPOSE: To produce a listing of the FSA Payment file to the carrier.

CONTENT: Health and Dependent care FSA Deduction totals, record counts, and status codes.

SEQUENCE: By Center, SSN. Center total will be at the bottom of each center's detail pages. Agency totals will be on a separate page.

```
                                                      SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  568                                     NASA PERSONNEL AND PAYROLL SYSTEM                                              PAGE:
CREATION DATE: OOOOOOOO                                     PPPPPPPPPPPPPPPPPP                                                     DATE:
PAYROLL OFFICE NUMBER: BBBBBBBB                                                                                                    TIME:

                                                 FLEXIBLE SPENDING ACCOUNT PAYMENT FILE LISTING
                                                         PAY PERIOD ENDING DATE:AAAAAAAAAA
                                                                                                   PERSONNEL
                                                        FSA HC      FSA DC      TOTAL      STATUS  EFFECTIVE
SSN        NAME                                        PAYMENT     PAYMENT     PAYMENT      CODE     DATE       REASON

CCCCCCCCC  DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD  -—EEEEE.EE  -~~F~~FFF.FF   -~~G~~GGG.GG      H    IIIIIIII      J

Center Record Count: KKKKK
Center Total HC :     -Q,QQQ,QQQ,QQQ.QQ
Center Total DC :     -R,RRR,RRR,RRR.RR
Center Total FSA:     -L,LLL,LLL,LLL.L ~~L Center Total Amount: L,LLL,LLL,LLL.LL~~

-------------------------------------separate page ---------------------------------------------------------------------------

Agency Record Count: MMMMM                              ~~Agency Total Amount: N,NNN,NNN,NNN.NN~~

Agency Total HC :     -S,SSS,SSS,SSS.SS
Agency Total DC :     -T,TTT,TTT,TTT.TT
Agency Total FSA:     -N,NNN,NNN,NNN.NN




                                                      SUBJECT TO PRIVACY ACT OF 1974
```

Data Elements:

A. PAY CNTL: CURRENT PP ENDING DATE (MM/DD/YYYY). This will be the Pay Period Ending Date of Marshall Space Flight Center (6200).
B. Payroll Office Number from TINSTALL
C. SSN
D. Employee Name (Last, First MI)
E. FSA HC: BW DED
F. FSA DC: BW DED
G. E + F (Total FSA BW Deduction)
H. Status Code
I. Status Date (EFFECTIVE DATE) (YYYYMMDD)
J. Reason (Used for Error Reporting)
K. Count of records for each Center
L. Total of G for each center
M. Count of records for the Agency
N. Total of L for the Agency (This matches the total on the FSA Payment File Trailer Record (Total Amount) and the 406 Voucher FSA HC and FSA DC added together(Report 406))

O. Creation Date (CCYYMMDD) from the FSA Payment Header Record positions 10-17

P. Installation: Name

Q. Total of E for each center

R. Total of F for each center

S. Total of Q for the Agency

T. Total of R for the Agency

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 1 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, Non-EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606

 SF 1166-EDP            VOUCHER AND SCHEDULE OF PAYMENTS SF 1166

                                                       SCHEDULE NO. A-AA-AAA
NASA
CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC
DDDDDDDDDDDDDDDDDDDDDDDDDDDDDD                   AGENCY STATION NO. EE-EE-EEEE
------------------------------------------------------------------------------
APPROPRIATION SUMMARY                            PAID BY:
   eeeeeee                        Y,YYY,YYY.YY

GRAND TOTAL               .        F,FFF,FFF.FF

------------------------------------------------------------------------------
SUPPORTING MAGNETIC TAPE INFORMATION                                  AMOUNT

MAGNETIC REEL NO.  __________

                             ITEM COUNT
DD/EFT                          GGGG                              F,FFF,FFF.FF
------------------------------------------------------------------------------
FOR AGENCY USE

ELECTRONIC FUNDS TRANSFER
PP  bb    to be dated cc/cc/cc
                             ITEM COUNT
SALARY PAYMENTS                 HHHH                              I,III,III.II
SAVINGS ALLOTMENTS              JJJJ                              K,KKK,KKK.KK
TSP LOANS                       LLLL                              M,MMM,MMM.MM
FSA HC AND DC                   NNNNN                         0,000,000,000.00

------------------------------------------------------------------------------
Pursuant to the authority vested in me,                           F,FFF,FFF.FF
I certify that the items listed herein                             GRAND TOTAL
are correct and proper for payment from
the appropriations designated hereon or
on supporting vouchers.

                    Date                           Authorized Certifying Officer
```

A. PAYROLL-YEAR-PAY Period Number, Supplement (i.e., P-88-13B)
C. Installation: Name
D. Installation: Address
E. Payroll Office Number
Y. Y on Page 5
F. I + K + M + O
G. H + J + L + N
H. Count of I
I. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via DD/EFT (Net Pay: Disposition Code = 2)
J. Count of Voluntary Allotments if (Voluntary Allot: Req'st Amt > 0) and (Voluntary Allot: B/W > 0) and (Allotment Deduction Code not = 'D')
K. Total of (Voluntary Allot: B/W)
L. Count of TSP Loan Repayments (if TSP: Loan Current Deductions > 0)
M. Total of (TSP: Loan Current Deductions + TSP: Loan 1 Adjustment + TSP: Loan 2 Adjustment)
b. Pay Period Number
c. Pay Period Ending Date + 10 days
e. Installation: Appropriation Code
N. Count of FSA HC: BW DED + Count of FSA DC BW DED
P. Total of FSA HC: BW DED + Total of FSA DC: BW DED

SELECTION CRITERIA:
Includes all employees with the following criteria:

- Center Code equals user designated Center Code

- Duty Status not equal 'Z'
- Reactivation Indicator not equal 3
- Gross Earnings: B/W not equal 0
- Award: Amount not equal 0 and
- All Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 2 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606
 SF 1166-EDP           VOUCHER AND SCHEDULE OF PAYMENTS SF 1166
 SCHEDULE NO. A-AA-AAA
 NASA
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC
 DDDDDDDDDDDDDDDDDDDDDDDDDDDDDD

 AGENCY STATION NO. EE-EE-EEEE-----------------------------------------------------------------------
 APPROPRIATION SUMMARY                            PAID BY:
    eeeeeee                     Y,YYY,YYY.YY

 GRAND TOTAL                    F,FFF,FFF.FF

 ------------------------------------------------------------------------------
 SUPPORTING MAGNETIC TAPE INFORMATION                                  AMOUNT

 MAGNETIC REEL NO.  __________

                             ITEM COUNT
 REGULAR SALARY AND MISC DED    GGGG                              F,FFF,FFF.FF
 ------------------------------------------------------------------------------
 FOR AGENCY USE

 SALARY CHECKS, AWARDS AND PAYROLL DEDUCTIONS            PP  bb    to be dated cc/cc/cc

                             ITEM COUNT
 NAME ONLY - OFFICE             HHHH                              I,III,III.II
 NAME ONLY - AWARDS             JJJJ                              K,KKK,KKK.KK
 SALARY CHECKS MAILED           LLLL                              M,MMM,MMM.MM
 MISCELLANEOUS PAYMENTS         NNNN                              O,OOO,OOO.OO

 ------------------------------------------------------------------------------

 Pursuant to the authority vested in me,                          F,FFF,FFF.FF
 I certify that the items listed herein                            GRAND TOTAL
 are correct and proper for payment from
 the appropriations designated hereon or
 on supporting vouchers.

                   Date                          Authorized Certifying Officer
```

A. Payroll + Year + Pay Period Number, Supplement (i.e. P-88-13B)

C. C on page 1

D. D on page 1

E. E on page 1

Y. Y on Page 5

F. I + K + M + O

G. H + J + L + N

H. Count of I

I. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via Office Address (Net Pay: Disposition Code = 0 and Office Check = 'Y')

J. Count of Award Checks with Award: Amount not = 0 and Award: Designated Agent Check not = Blank + Count of Non-Personnel Action Cash Award Checks with an Award Payment Date equal to the current pay date

K. Total of Award: Net Earnings (if Award: Local Check = 'Y') + Award Net Amount for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date

L. Count of M

M. Total of Net Earnings: B/W + Award: Net Earnings (if Award: Local Check = 'B') Paid Via Mailing Address (Net Pay: Disposition Code = 0 and Office Check = blank)

N. Count of Misc Payments (NEBA Ins., CFC, Union Dues, Child Support (1-3), Indebtedness Due U.S. (1-5), Bankruptcy, Garnishments (1-9))

O. Total of (NEBA: Total B/W + CFC: B/W + CFC: Adjustment + Union Dues: B/W + Union Dues: Adjustment + Child Support: B/W (1-3) + Indebtedness Due U.S.: B/W (1-5) + Bankruptcy: B/W + Empl Grnsh Crnt Ded Amt (1-9))

b. b on page 1
c. c on page 1

e. Installation: Appropriation Code

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 3 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606

 SF 1166 INFORMATION FOR VOUCHER AND SCHEDULE OF PAYMENTS

 APPROPRIATION SUMMARY:
                eeeeeee           YYYYYYYYY
                80X6276           GGGGGGGGG

           GRAND TOTAL            IIIIIIIII    NO CHECK TOTAL OOOOOOOOO

 80X6050    - hhhhhhhhh   SERIES EE SAVINGS BOND: B/W

 80X6050    - jjjjjjjjj   SERIES I SAVINGS BOND: B/W
              kkkkkkkkk   TOTAL BONDS B/W

 80X6275    - ZZZZZZZZZ   STATE TAX: B/W, STATE TAX: CUR/FRMR ADJUSTMENT,
                          COUNTY TAX: B/W, COUNT TAX: ADJUSTMENT,
                          CITY TAX: B/W, CITY TAX: ADJUSTMENT

 80X6276    - GGGGGGGGG   FEHB RETIREMENT SET-OFF
                          CSRS: MIL DEP CASH PMT.
                          FERS: MIL DEP CASH PMT.
                          FEHB: CASH COLLECTION
 80F3875    - ddddddddd   TSP: CY DED B/W, TSP CATCHUP: B/W DED AMT,
                          TSP: CY DED ADJ, TSP CATCHUP: EMP DED ADJ TOT,
                          TSP: GOVT BASIC CONTR B/W,
                          TSP: GOVT BASIC ADJ TOTAL,
                          TSP: GOVT MATCH CONTR TOT B/W,
                          TSP: MATCHING ADJ TOT,
                          TSP: PY DED B/W,
                          TSP: PY DED ADJ.
 eeeeeee    - iiiiiiiii   CSRS:  B/W,
                          CSRS:  CUR/FRMR ADJUSTMENT,
                          CSRS:  GOVT CONTR B/W,
                          CSRS:  GOVT CONTR CUR/FRMR ADJ,
                          CSRS:  MIL DEP B/W,
                          CSRS:  MIL DEP CASH PMT.,
                          CSRS:  RE-EMPL ANNUITANTS: SALARY OFFSET,
                          FERS:  B/W,
                          FERS:  CUR/FRMR ADJUSTMENT,
                          FERS:  GOVT CONTR B/W,
                          FERS:  GOVT CONTR CUR/FRMR ADJ,
                          FERS:  MIL DEP B/W,
                          FERS:  MIL DEP CASH PMT,
                          FERS:  RE-EMPL ANNUITANTS: SALARY OFFSET,
                          CSC:   B/W,
                          FEGLI: B/W,
                          FEGLI: ADJUSTMENT,
                          FEGLI: GOVT CONTR B/W,
                          FEHB:  B/W,
                          FEHB:  CUR/FRMR ADJ,
                          FEHB:  GOVT CONTR B/W,
                          FEHB:  GOVT CONTR CUR/FRMR ADJ,
                          FEHB:  CASH COLLECTION,
                          FEHB:  SPOUSAL CASH PAYMENT
```

Y. Y on Page 5
G. Total Of (CSRS: Mil Dep Cash Pmt +
FERS: Mil Dep Cash Pmt +
FEHB: Spousal Payment Amt +
FEHB: Cash Collection)
I. Y + G
O. h + Z + G + d + i
h. Total of Series EE (Bond: B/W - Bond: Refund)
d. A on Page 6
f. Installation: Appropriation Code
i. G on Page 6
j. Total of Series I (Bond: B/W – Bond: Refund)
k. Total of Series EE Savings Bonds and Series I Savings Bonds [Bond: B/W]
Z. Total of
[State Tax: B/W + State Tax: Adjustment + Former State Adjustment + State Tax: Award B/W (if Award: Designated Agent Check not = Blank) + Award State Tax Deduction Amount in that State]
+
Total of [County Tax: B/W + County Tax: Adjustment in that County] + Total of [City Tax: B/W + City Tax: Adjustment + City Tax: Award B/W (if Award: Designated Agent Check not = Blank) + Award City Tax Deduction Amount in that City for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date]

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 4 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606                    SUBJECT TO PRIVACY ACT OF 1974

SF 1166   INFORMATION FOR VOUCHER AND SCHEDULE OF PAYMENTS



APPROPRIATION SUMMARY:
   EEEEEEE                      Y,YYY,YYY.YY
   80X6276                      G,GGG,GGG.GG

 GRAND TOTAL                    I,III,III.II      NO CHECK TOTAL     0,000,000.00
                         ITEM COUNT:                           AMOUNT:
EFT PAYMENTS:
 NET PAYMENTS                 aaaa                         b,bbb,bbb.bb
 SAVINGS ALLOTMENTS           cccc                         d,ddd,ddd.dd
 TSP LOAN REPAYMENTS          eeee                         f,fff,fff.ff
 FSA HC AND DC                BBBBB                     C,CCC,CCC,CCC.CC
GRAND TOTAL EFT PMTS          gggg                         h,hhh,hhh.hh

NON EFT PAYMENTS:
 NAME ONLY CHECKS - OFFICE    iiii                         j,jjj,jjj.jj
 NAME ONLY CHECKS - AWARDS    kkkk                         l,lll,lll.ll
 SALARY CHECKS MAILED         mmmm                         n,nnn,nnn.nn
 MISC PAYMENTS                oooo                         p,ppp,ppp.pp
GRAND TOTAL NON EFT PMTS      qqqq                         r,rrr,rrr.rr

CTX PAYMENTS:
  EMPLOYEE                                            x,xxx,xxx.xx
  SPOUSE                                              y,yyy,yyy.yy
  DEPENDENT                                           z,zzz,zzz.zz
GRAND TOTAL LTC PMTS         wwwww                         A,AAA,AAA.AA

TOTAL NET PAY         s,sss,sss.ss
TOTAL EMPLOYEES PAID         ttttt
TOTAL EMPLOYEES NOT PAID     uuuuu
TOTAL EMPLOYEES              vvvvv
```

Y. Y on page 5
G. G on page 3
I. I on page 3
O. O on page 3
E. Installation: Appropriation Code
a. H on page 1
b. I on page 1
c. J on page 1
d. K on page 1
e. L on page 1
f. M on page 1
g. G on page 1
h. F on page 1
i. H on page 2
j. I on page 2
k. J on page 2
l. K on page 2
m. L on page 2
n. M on page 2
o. N on page 2
p. O on page 2
q. G on page 2
r. F on page 2
s. b + n + j

t. a + m + i

u. Count of employees with Net Earnings: B/W = 0

v. t + u

w. G on page 13

x. I on page 13

y. K on page 13z. M on page 13

A. F on page 13

B. N on page 1(Count of FSA HC: BW DED + Count of FSA DC: BW DED)

C. O on page 1(Total of FSA HC: BW DED + Total of FSA DC: BW DED)

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 5 OF 13)

PURPOSE: To provide a recap for Accounting; To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606             SUBJECT TO PRIVACY ACT OF 1974
                                RECAP FOR ACCOUNTING

eeeeeee                                                 Y,YYY,YYY.YY

           NET PAY TO EMPLOYEES            A,AAA,AAA.AA
           NEBA INSURANCE                  B,BBB,BBB.BB
           COMBINED FEDERAL CAMPAIGN       C,CCC,CCC.CC
           UNION DUES                      D,DDD,DDD.DD
           CHILD SUPPORT                   E,EEE,EEE.EE
           COMMERCIAL GARNISHMENTS         R,RRR,RRR.RR
           INDEBTEDNESS DUE U.S.           F,FFF,FFF.FF
           BANKRUPTCY                      G,GGG,GGG.GG
           BILL FOR COLLECTION             H,HHH,HHH.HH
           MISC DEDUCTIONS                 I,III,III.II
           ADVANCE DEDUCTION               1,111,111.11
           LTC                             Q,QQQ,QQQ.QQ

80F0103    FEDERAL WITHHOLDING TAX                      J,JJJ,JJJ.JJ
             FEDERAL INCOME TAX            K,KKK,KKK.KK
             EIC                           P,PPP,PPP.PP
             FICA EMPLOYEES                L,LLL,LLL.LL
             FICA EMPLOYERS                M,MMM,MMM.MM
             HIT EMPLOYEES                 N,NNN,NNN.NN
             HIT EMPLOYERS                 O,OOO,OOO.OO

80X6275    STATE/COUNTY/CITY WITHHOLDING TAX             Z,ZZZ,ZZZ.ZZ
           STATE NAME
             fffff ffff fff ffffff         gg,ggg,ggg.gg h,hhh,hhh,hhh.hh

           CITY NAME
             iiiii iiii iii iiiiii         jj,jjj,jjj.jj k,kkk,kkk,kkk.kk
```

REPORT 606 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS HQ Unique

(Page 5 of 13)

DATA ELEMENTS

A. Total of (Net Earnings: B/W + K on page 2)

B. Total of NEBA: Total B/W

C. Total of (CFC: B/W + CFC: Adjustment)

D. Total of (Union Dues: B/W + Union Dues: Adjustment)

E. Total of Child Support: B/W (1-3)

F. Total of Indebtedness Due U.S.: B/W (1-5)

G. Total of Bankruptcy: B/W

H. Total of Bill of Collection: Deduction (i.e. Phone Bill, O/P Travel Advance, Lost Government Property)

I. Total of Miscellaneous Required Amt

J. K + L + M + N + O + P

K. Total of
[Federal Tax: B/W + Federal Tax: Adjustment + Federal Tax: Award B/W (if Award Designated Agent Check not = Blank) + Award Federal Tax Deduction Amount]

DATA ELEMENTS

1. Total of
[Empl Adv Pay Ded B/W Amt + Empl Adv Pay Ded Adj]

L. Total of
[FICA: B/W + FICA: Adjustment + FICA: Award B/W (if Award Designated Agent Check not = Blank) + Award OASDI Deduction Amount (for all Non- Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

M. Total of
[FICA: Govt Contr B/W + FICA: Govt Contr Cur Adj + FICA: Govt Contr Cur Award (if Award Designated Agent Check not = Blank) + Award OASDI Government Contribution Amount (for all Non- Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

N. Total of
[HIT: B/W + HIT: Adjustment + HIT: Award B/W (if Award Designated Agent Check not = Blank) + Award HIT Deduction Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

O. Total of
[HIT: Govt Contr B/W + HIT: Govt Contr Cur Adj + HIT: Govt Contr Cur Award (if Award Designated Agent Check not = Blank) + Award HIT Government Contribution Amount (for all Non- Personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]

P. Total of (EIC + EIC: Adj)

Q. Total of (LTC BW Empl Deduction + LTC BW Spouse Deduction + LTC BW Dependent Deduction)

R. Total of Empl Grnsh Crnt Ded Amt (1-9)

Y. A + B + C + D + E + F + G + H + I + R + Q

Z. Z on page 3

e. Installation: Appropriation Code

f. State name

g. Total of
[State Tax: B/W + State Tax: Adjustment + Former State Adjustment + State Tax: Award B/W (if Award: Designated Agent Check not = Blank and State Tax Code not = Blank) + Award State Tax Deduction Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each State Code

h. Total of
[State Gross Earnings + Award: Earnings (if Award: Designated Agent Check not = Blank and State Tax Code ne Blank) + Award Gross Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each State Code

i. City name

j. Total of
[City Tax: B/W + City Tax: Adjustment + Former City Adjustment + City Tax: Award B/W (if Award: Designated Agent Check not = Blank and State Tax Code not = Blank) + Award City Tax Deduction Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award State Tax Code not = Blank)] for each City Code

k. Total of
[City Gross Earnings + Award: Earnings (if Award: Designated Agent Check not = Blank) + Award Gross Amount (for all Non-Personnel Action Cash Awards with an Award Payment Date equal to the current pay date and Award City Tax Code not = Blank)] for each City Code

REPORT 606 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS HQ UNIQUE PAYROLL

(PAGE 6 OF 13)

PURPOSE:	To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.
CONTENT:	Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.
SEQUENCE:	Totals by Agency, center, biweekly.

```
REPORT NO:  606

                             RECAP FOR ACCOUNTING

80F3875    TSP (THRIFT SAVINGS PLAN)                       A,AAA,AAA.AA
           CSRS                               B,BBB,BBB.BB
           FERS (EMPLOYEES)                   C,CCC,CCC.CC
           FERS GOVT BASIC                    D,DDD,DDD.DD
           FERS GOVT MATCHING                 E,EEE,EEE.EE

80X6050    SAVINGS BONDS                                   F,FFF,FFF.FF

eeeeeee    OPM - SF 2812                                   G,GGG,GGG.GG
             FEGLI (EMPLOYEES)                H,HHH,HHH.HH
               BASIC             I,III,III.II
               OPTION A          J,JJJ,JJJ.JJ
               OPTION B          K,KKK,KKK.KK
               OPTION C          L,LLL,LLL.LL
             FEGLI (EMPLOYERS)                M,MMM,MMM.MM
             FEHB EMPLOYEES                   N,NNN,NNN.NN
             FEHB EMPLOYERS                   O,OOO,OOO.OO
             FEHB CASH COLLECTION             P,PPP,PPP.PP
             FEHB SPOUSAL PAYMENTS            Q,QQQ,QQQ.QQ
             CSRS MILITARY DEPOSIT            R,RRR,RRR.RR
             FERS MILITARY DEPOSIT            S,SSS,SSS.SS
             CIVILIAN SERVICE CREDIT          T,TTT,TTT.TT
             CSRS RETIREMENT TL (EMPL)        U,UUU,UUU.UU
             CSRS RETIREMENT TL (EMPR)        V,VVV,VVV.VV
             CSRS SALARY OFFSET REEMPL ANNUIT W,WWW,WWW.WW
             FERS SALARY OFFSET REEMPL ANNUIT X,XXX,XXX.XX
             FERS RETIREMENT (EMPL)           Y,YYY,YYY.YY
             FERS RETIREMENT (EMPR)           Z,ZZZ,ZZZ.ZZ
             FERS MIL RESERVE TECH (EMPL)     a,aaa,aaa.aa
             FERS MIL RESERVE TECH (EMPR)     b,bbb,bbb.bb
             FERS SPECIAL (EMPL)              c,ccc,ccc.cc
             FERS SPECIAL (EMPR)              d,ddd,ddd.dd
```

DATA ELEMENTS

A. B + C + D + E

B. Total Of (TSP: Emp Dist + TSP: Emp Adj+ TSP Catch Up: B/W Ded Amt + TSP Catch Up: Emp Ded Adj Tot)
If Retirement Plan = 1, 6, R, T, C, E

C. Total Of (TSP: Emp Dist + TSP: Emp Adj+ TSP Catch Up: B/W Ded Amt + TSP Catch Up: Emp Ded Adj Tot)
If Retirement Plan not = 1, 6, R, T, C, E

D. Total Of (TSP: Govt Basic Amt + TSP: Govt Basic Adj)
Regardless of Retirement Plan

E. Total Of (TSP: Govt Match Amt + TSP: Govt Match Adj)
Regardless of Retirement Plan

F. Total Of (Bond: B/W - Bond: Refund)

G. H + M + N + O + P + Q + R + S + T + U + V + W + X + Y + Z + a + b + c + d

H. I + J + K + L

I. Total Of (FEGLI: Basic B/W + FEGLI: Basic Life Adj)

J. Total Of (FEGLI: Standard Opt 'A' B/W + FEGLI: Opt A Adj)

K. Total Of (FEGLI: Additional Opt 'B' B/W + FEGLI: Additional Opt B Adj)

L. Total Of (FEGLI: Family Opt B/W + FEGLI: Family Opt Adj)

M. Total Of (FEGLI: Basic B/W / 2 + FEGLI: Govt Contr Adj)

N. Total of [FEHB: B/W + FEHB: Prior Adj (If FEHB: Prior Plan Code not = Blank, 'ZZX', 'ZZY', or 'ZZZ') + FEHB: Cur Adj (if FEHB: Plan Code not = Blank, 'ZZX', 'ZZY', or 'ZZZ')]

O. Total Of [FEHB: Govt Contr B/W (if FEHB: Contribution Flag not = 'Y') + FEHB: Govt Contr Prior Adj (if FEHB: Prior Plan Code not = Blank, 'ZZX','ZZY', or 'ZZZ') + FEHB: Current Govt Adj Erngs)

P. Total Of FEHB: Cash Collection

Q. Total Of FEHB: Spousal Cash Payment (if Pay-Spousal-Center-Code = User Designated Center Code and Pay-Spousal-Data-Date < Pay Cntl: Current PP Begin Date + 3 of Pay-Spousal-Data-Date > Pay Cntl: Current PP Ending Date + 3)

R. Total Of (CSRS: Mil Dep B/W + CSRS: Mil Dep Cash Pmt)

S. Total Of (FERS: Mil Dep B/W + FERS: Mil Dep Cash Pmt)

T. Total Of (Civil Serv Credit: B/W + Civil Serv Credit: Adjustment)

U. Total Of [CSRS: B/W + Retirement: Employee Adj (If Retirement Code = 1, 6, R, T, C, E)+ CSRS: Adjustment (If Retirement Code: Former Adj = 1, 6, R, T, C, E)]

V. Total Of [CSRS: Govt Contr B/W + Retirement: Government Adj (If Retirement Plan = 1, 6, R, T, C, E) + CSRS: Former Retire Current Adj (If Retirement Code: Former Adj = 1, 6, R, T, C, E)]

W. Total Of (Salary: Offset + CSRS: Current Salary Offset Adj)
If Retirement Plan not = K, L, M, N and Annuitant Indicator = '1', '4', or '5'

X. Total Of (Salary: Offset + FERS: Current Salary Offset Adj)
If Retirement Plan = K, L, M, N, 2 and Annuitant Indicator = 'A', 'C', or 'E'

DATA ELEMENTS

Y. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = K) + FERS: Adjustment (If Retirement Code: Former Adj = K)]

Z. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = K) + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = K)]

a. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = N) + FERS: Adjustment (If Retirement Code: Former Adj = N)]

b. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = N) + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = N)]

c. Total of [FERS: B/W + Retirement: Employee Adj (If Retirement Plan = M) + FERS: Adjustment (If Retirement Code: Former Adj = M)]

d. Total of [FERS: Govt Contr B/W + Retirement: Govt Adj (If Retirement Plan = M) + FERS: Former Retire Cur Adj (If Retirement Code: Former Adj = M)]

e Installation: Appropriation Code

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 7 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606

                       MAGNETIC TAPE: FEDERAL TAX PAYMENTS

             AGENCY STATION NO:         AA-AA-AAAA
             SCHEDULE NO:               G-GG-GGG
             PAY PERIOD:                bb
             PAYROLL PAY PERIOD         aa/aa/aa - cc/cc/cc
             DATE CHECKS:               cc/cc/cc
             FEDERAL WITHHOLDING TAX:   S,SSS,SSS.SS



             NAME/ADDRESS                             AGENCY EIN:

             HHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHHH       JJJJJJJJJ

             IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
             IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
             IIIIIIIIIIIIIII,   III   IIIII-IIII


             FEDERAL INCOME TAX          B,BBB,BBB.BB
             EIC                         P,PPP,PPP.PP
             FICA WAGES                  Q,QQQ,QQQ.QQ
             FICA EMPLOYEES              C,CCC,CCC.CC
             FICA EMPLOYERS              D,DDD,DDD.DD
             HIT WAGES                   R,RRR,RRR.RR
             HIT EMPLOYEES               E,EEE,EEE.EE
             HIT EMPLOYERS               F,FFF,FFF.FF
```

A. Payroll Office Number
B. K on page 5
C. L on page 5
D. M on page 5
E. N on page 5
F. O on page 5
G. PAYROLL-YEAR-PAY Period Number, Supplement (i.e. P-88-13A)
H. Name: Federal Reserve Bank
I. Address: Federal Reserve Bank
J. Federal ID
P. P on page 5
Q. Total [FICA Earnings B/W + Award: FICA Earning Amount + Award OASDI Earnings Amount (for all Non-personnel Action Cash Awards with an Award Payment Date equal to the current pay date)]
R. Total [HIT Earnings B/W + Award: HIT Earning Amount + Award HIT Earnings Amount (for all Non-personnel Action Cash Awards with an Award Payment Date Equal to the current pay date)]
S. J on page 5
a. Pay Period Ending Date - 13 Days
b. Pay Period Number

c. Pay Period Ending Date + 10 Days

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 8 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606

                  MAGNETIC TAPE: COMBINED FEDERAL CAMPAIGN PAYMENTS

                AGENCY STATION NO:           AA-AA-AAAA
                SCHEDULE NO:                 G-GG-GGG
                PAY PERIOD:                  bb
                PAYROLL PAY PERIOD           aa/aa/aa - cc/cc/cc
                DATE CHECKS:                 cc/cc/cc
                COMBINED FEDERAL CAMPAIGN:   H,HHH,HHH.HH
                NO OF CHECKS TO BE ISSUED:   BBBB



                NAME/ADDRESS                             AMOUNT
-------------------------------------------------------------------------------
                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII


                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII


                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII


                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII


                KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK       J,JJJ,JJJ.JJ
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
                IIIIIIIIIIIIIII,   III   IIIII-IIII
```

A. Payroll Office Number
B. Number of checks paid to CFC
G. PAYROLL-YEAR-PAY Period Number, Supplement (i.e., P-88-13A)
H. C on Page 5
I. CFC: Address
J. Total of (CFC: B/W + CFC: Adjustment) for given CFC:Agency
K. CFC: Name
a. Pay Period Ending Date - 13 Days
b. Pay Period Number
c. Pay Period Ending Date + 10 Days

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 9 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT:  606

                         MAGNETIC TAPE: UNION DUES PAYMENTS

                      AGENCY STATION NO:          AA-AA-AAAA
                      SCHEDULE NO:                G-GG-GGG
                      PAY PERIOD:                 bb
                      PAYROLL PAY PERIOD:         aa/aa/aa - cc/cc/cc
                      DATE CHECKS:                cc/cc/cc
                      UNION DUES:                 I,III,III.II
                      NO OF CHECKS TO BE ISSUED:  BBBB




   NAME/ADDRESS                                                AMOUNT
-------------------------------------------------------------------------------
   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ


   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ


   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ


   KKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKKK                         M,MMM,MMM.MM
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJJ
   JJJJJJJJJJJJJJJ,   JJJ   JJJJJ-JJJJ
```

A. Payroll Office Number
B. Number of Checks paid to Union
G. PAYROLL-YEAR-PAY Period Number, Supplement (i.e. P-88-13A)
I. D on Page 5
J. Union: Address

K. Union: Name

M. Total of (Union Dues: B/W + Union Dues: Adjustment) for given Union

a. Pay Period Ending Date - 13 Days

b. Pay Period Number

c. Pay Period Ending Date + 10 Days

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS (PAGE 10 OF 13)** PAYROLL

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment tape sent to U.S. Treasury. Shows such items as total net pay, EFT count, etc.

SEQUENCE: Totals by Agency, center, biweekly.

```
                                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  606
                        MAGNETIC TAPE: MISCELLANEOUS PAYMENTS

                        AGENCY STATION NO:     AA-AA-AAAA
                        SCHEDULE NO:           z-zz-zzz
                        PAY PERIOD:            bb
                        PAYROLL PAY PERIOD     aa/aa/aa - cc/cc/cc
                        DATE CHECKS:           cc/cc/cc

NO OF BANKRUPTCY PAYMENTS:    BBBB     AMT BANKRUPTCY PAYMENTS:    O,OOO,OOO.OO
NO OF CHILD SUPPORT PAYMENTS: CCCC     AMT CHILD SUPPORT PAYMENTS: J,JJJ,JJJ.JJ
NO OF COM GARNISHMT PAYMENTS: eeee     AMT COM GARNISHMT PAYMENTS: f,fff,fff.ff
NO OF INDEBTEDNESS DUE U.S.:  DDDD     AMT INDEBTEDNESS DUE U.S.:  K,KKK,KKK.KK
NO OF NEBA INS. PAYMENTS:     dddd     AMT NEBA INS. PAYMENTS:     G,GGG,GGG.GG
--------------------------------------------------------------------------------
                                              ACCOUNT#/CASE#
      NAME/ADDRESS                            /PAYMENT TYPE      AMOUNT
                                            EMPLOYEE NAME/SSN
--------------------------------------------------------------------------------
      EEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEEE     HHHHHHHHHHHH     I,III,III.II
      FFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFFF     333333333333
      FFFFFFFFFFFFFFF,   FFF   FFFFF-FFFF     555555555


--------------------------------------------------------------------------------
      LLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLLL     NNNNNNNNNNNN     P,PPP,PPP.PP
      MMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMMM     333333333333
      MMMMMMMMMMMMMMM,   MMM   MMMMM-MMMM     555555555


--------------------------------------------------------------------------------
      QQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQ     SSSSSSSSSSSS     T,TTT,TTT.TT
      RRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRRR     333333333333
      RRRRRRRRRRRRRRR,   RRR   RRRRR-RRRR     555555555


--------------------------------------------------------------------------------
      UUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUUU                      W,WWW,WWW.WW
      VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV
      VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV
      VVVVVVVVVVVVVVV,   VVV   VVVVV-VVVV


                                                  SUBJECT TO PRIVACY ACT OF 1974
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REPORT 606 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS HQ Unique
(Page 10 of 13)

DATA ELEMENTS

A. Payroll Office Number
B. Number of Bankruptcy Payments
C. Number of Child Support Payments
D. Number of Indebtedness Due U.S. Payments
E. Bankruptcy: Agency Name
F. Bankruptcy: Agency Addr
G. B on Page 5
H. Bankruptcy: Remarks (Account #)
I. Total of BANKRUPTCY:B/W for given Account
J. E on page 5
K. F on page 5
L. Child Support: Payee Name
M. Child Support: ACY Addr
3. Employee Name
5. SSN
N. Child Support: Remarks (Case #)
O. G on page 5
P. Total of Child Support: B/W for given Account
Q. Indebtedness due U.S.: ACY Name
R. Indebtedness due U.S.: ACY Addr
S. Indebtedness due U.S: Type (Payment Type)
T. Total of Indebtedness U.S.: B/W for given Payment Type and Agency
U. NEBA: Name
V. NEBA: Address
W. Total of NEBA: Total B/W for given NEBA Chapter
a. Pay Period Ending Date - 13 Days
b. Pay Period Number
c. Pay Period Ending Date + 10 Days
d. Number of NEBA Payments
e. Number of Commercial Garnishment Payments
f. R on page 5
z. PAYROLL-YEAR-PAY Period Number, Supplement (i.e. P-88-13A0

REPORT 606 SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS PAYROLL

HQ UNIQUE

(PAGE 11 OF 13)

PURPOSE: To provide Data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of Series EE Savings Bond tape sent to Federal Reserve.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606                        NASA PERSONNEL AND PAYROLL SYSTEM                               PAGE:
 SEQUENCE BY:                                     INSTALLATION NAME                                    DATE:
                                                                                                       TIME:
  SF 1166-EDP             VOUCHER AND SCHEDULE OF PAYMENTS

                                                        SCHEDULE NO. A-AA
 NASA
 BBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC                 AGENCY LOCATION CODE DDDDDDDDD
 ------------------------------------------------------------------------------
 APPROPRIATION SUMMARY                            P A I D   B Y


 80X6050               E,EEE,EEE,EEE.EE
 ------------------------------------------------------------------------------
                            PAYEE                 AMOUNT

 FEDERAL RESERVE BANK OF FFFFFFFFFFFFFFFFF   E,EEE,EEE,EEE.EE
   U.S. Savings Bonds, Series EE

 DENOM.                     NO. BONDS              COST

 $ 100                       HHHHHHH       I,III,III,III.II
   200                       JJJJJJJ       K,KKK,KKK,KKK.KK
   500                       LLLLLLL       M,MMM,MMM,MMM.MM
  1000                       NNNNNNN       O,OOO,OOO,OOO.OO

 ------------------------------------------------------------------------------
 SUPPORTING MAGNETIC TAPE INFORMATION

 Per Attached Magnetic Tape Reel No. ________

 Bond Volume PPPPP

 Pay Period  QQ

 ------------------------------------------------------------------------------
 Pursuant to the authority vested in me,
 I certify that the items listed herein
 are correct and proper for payment from           E,EEE,EEE,EEE.EE
 the appropriation(s) designated hereon or              GRAND TOTAL
 on supporting vouchers.

                     Date                       Authorized Certifying Officer

                                                      Telephone Number
```

A. 'B-' Pay Period Number
B. Installation: Name
C. Installation: Address
D. Payroll Office Number
E. I + K + M + O
F. Installation: Bond FRB City
H. Count of (if Bond: Purchase Indicator = ‘1’ and Bond: Denomination = 100 and Bond Series = ‘EE’)
I. H * Bond: Purchase Price
J. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 200 and Bond Series = ‘EE’)
K. J * Bond: Purchase Price
L. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 500 and Bond Series = ‘EE’)
M. L * Bond: Purchase Price
N. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 1000 and Bond Series = ‘EE’)
O. N * Bond: Purchase Price
P. H + J + L + N
Q. Pay Period Number

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 12 OF 13)

PURPOSE: To provide Data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of Series I Savings Bond tape sent to Federal Reserve.

SEQUENCE: Totals by Agency, center, biweekly.

```
REPORT NO:  606                        NASA PERSONNEL AND PAYROLL SYSTEM                               PAGE:
 SEQUENCE BY:                                      INSTALLATION NAME                                   DATE:
                                                                                                       TIME:
  SF 1166-EDP            VOUCHER AND SCHEDULE OF PAYMENTS

                                                        SCHEDULE NO. A-AA
 NASA
 BBBBBBBBBBBBBBBBBBBBBBBBBBBBBB
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC                 AGENCY LOCATION CODE DDDDDDDDD
 ------------------------------------------------------------------------------
 APPROPRIATION SUMMARY                            P A I D   B Y


 80X6050               E,EEE,EEE,EEE.EE
 ------------------------------------------------------------------------------
                           PAYEE                  AMOUNT

 FEDERAL RESERVE BANK OF FFFFFFFFFFFFFFFFF   E,EEE,EEE,EEE.EE
   U.S. Savings Bonds, Series I

 DENOM.                    NO. BONDS               COST

 $  50                      SSSSSSS       T,TTT,TTT,TTT.TT
    75                      UUUUUUU       V,VVV,VVV,VVV.VV
   100                      HHHHHHH       I,III,III,III.II
   200                      JJJJJJJ       K,KKK,KKK,KKK.KK
   500                      LLLLLLL       M,MMM,MMM,MMM.MM
  1000                      NNNNNNN       O,OOO,OOO,OOO.OO

 ------------------------------------------------------------------------------
 SUPPORTING MAGNETIC TAPE INFORMATION

 Per Attached Magnetic Tape Reel No. ________

 Bond Volume PPPPP

 Pay Period  QQ

 ------------------------------------------------------------------------------
 Pursuant to the authority vested in me,
 I certify that the items listed herein
 are correct and proper for payment from             E,EEE,EEE,EEE.EE
 the appropriation(s) designated hereon or                GRAND TOTAL
 on supporting vouchers.

                     Date                       Authorized Certifying Officer

                                                      Telephone Number
```

A. 'B-' Pay Period Number
B. Installation: Name
C. Installation: Address
D. Payroll Office Number
S. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 50 and Bond Series = 'I')
T. S * Bond: Purchase Price
U. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 75 and Bond Series = 'I')
V. U * Bond: Purchase Price
E. I + K + M + O + T + V
F. Installation: Bond FRB City
H. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 100 and Bond Series = 'I')
I. H * Bond: Purchase Price
J. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 200 and Bond Series = 'I')
K. J * Bond: Purchase Price
L. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 500 and Bond Series = 'I')
M. L * Bond: Purchase Price

N. Count of (if Bond: Purchase Indicator = '1' and Bond: Denomination = 1000 and Bond Series = ‘I’)
O. N * Bond: Purchase Price
P. H + J + L + N + S + U
Q. Pay Period Number

REPORT 606 **SF 1166 VOUCHER AND SCHEDULE OF PAYMENTS** PAYROLL

HQ UNIQUE

(PAGE 13 OF 13)

PURPOSE: To provide data for preparing required payroll vouchers for biweekly submission to the Financial Center.

CONTENT: Recap of payment sent to U.S. Treasury for Long Term Care (LTC) Premium.

SEQUENCE: Totals by Agency, center, biweekly.

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REPORT NO:  606                       SUBJECT TO PRIVACY ACT OF 1974
SF 1166-EDP                          VOUCHER AND SCHEDULE OF PAYMENTS
                                                                        SCHEDULE NO. A-AA-AAA
 NASA
 CCCCCCCCCCCCCCCCCCCCCCCCCCCCCC
 DDDDDDDDDDDDDDDDDDDDDDDDDDDDDD

                                                                AGENCY STATION NO. EE-EE-EEEE

------------------------------------------------------------------------------------------------
 APPROPRIATION SUMMARY                            PAID BY:
    eeeeeee                      Y,YYY,YYY.YY

 GRAND TOTAL                     F,FFF,FFF.FF

 -----------------------------------------------------------------------------------------------
  SUPPORTING TRANSMISSION INFORMATION                                   AMOUNT

  CTX NO.  _____

                                 ITEM COUNT
  LONG TERM CARE                    GGGGG                            F,FFF,FFF.FF
----------------- -------------------------------------------------------------------------------

 FOR AGENCY USE

 LONG TERM CARE DEDUCTIONS

 PP bb to be dated cc/cc/cc

 EMPLOYEE                                                            I
 SPOUSE                                                              K
 DEPENDENT                                                           M
-------------------------------------------------------------------------------------------------

 Pursuant to the authority vested in me,                             F,FFF,FFF.FF
 I certify that the items listed herein                               GRAND TOTAL
 are correct and proper for payment from
 the appropriations designated hereon or
 on supporting vouchers.

                    Date                          Authorized Certifying Officer
```